KONICA MINOLTA

The essentials of imaging

bizhub 423/363/283/223

User's Guide [Security Operations]

2010. 6
Ver. 1.00

Downloaded From ManualsPrinter.com Manuals

Contents

1 Security

1.1 Introduction ... 1-2
Compliance with the ISO15408 Standard ... 1-2
Operating Precautions ... 1-2
INSTALLATION CHECKLIST ... 1-3

1.2 Security Functions ... 1-4
Check Count Clear Conditions ... 1-4

1.3 Data to be Protected ... 1-5

1.4 Precautions for Operation Control ... 1-6
Roles and Requirements of the Administrator ... 1-6
Password Usage Requirements ... 1-6
Network Connection Requirements for the Machine ... 1-7
User information control server control requirements ... 1-7
Security function operation setting operating requirements ... 1-7
Operation and control of the machine ... 1-7
Machine Maintenance Control ... 1-7

1.5 Miscellaneous ... 1-8
Password Rules ... 1-8
Precautions for Use of Various Types of Applications ... 1-8
Encrypting communications ... 1-9
IPP printing ... 1-9
Items of Data Cleared by Overwrite All Data Function ... 1-10
Fax functions ... 1-11
Bluetooth communication ... 1-11

2 Administrator Operations

2.1 Accessing the Administrator Settings ... 2-2
2.1.1 Accessing the Administrator Settings ... 2-2
2.1.2 Accessing the User Mode ... 2-4

2.2 Enhancing the Security Function ... 2-8
2.2.1 Items cleared by HDD Format ... 2-10
2.2.2 Setting the Enhanced Security Mode ... 2-10

2.3 Preventing Unauthorized Access ... 2-13
Setting Prohibited Functions When Authentication Error ... 2-13

2.4 Canceling the Operation Prohibited State ... 2-15
Performing Release Setting ... 2-15

2.5 Setting the Authentication Method ... 2-17
2.5.1 Setting the Authentication Method ... 2-17
2.5.2 Setting the External Server ... 2-19

2.6 ID & Print Setting Function ... 2-21
Setting ID & Print ... 2-21

2.7 System Auto Reset Function ... 2-23
Setting the System Auto Reset function ... 2-23

2.8 User Setting Function ... 2-25
Making user setting ... 2-25

2.9 Account Track Setting Function ... 2-31
Making account setting ... 2-31

2.10 User Box Function ... 2-36
2.10.1 Setting the User Box ... 2-36
2.10.2 Changing the user attributes and account attributes ... 2-42

2.11 Changing the Administrator Password ... 2-48
Changing the Administrator Password ... 2-48

2.12 Protecting Data in the HDD ... 2-50

Downloaded From ManualsPrinter.com Manuals

2.12.1 Setting the Encryption Key (encryption word) ... 2-50
2.12.2 Changing the Encryption Key ... 2-56
2.13 Overwrite All Data Function ... 2-58
Setting the Overwrite All Data function ... 2-58
2.14 SSL Setting Function ... 2-60
2.14.1 Device Certificate Setting ... 2-60
2.14.2 SSL Setting ... 2-62
2.14.3 Removing a Certificate ... 2-63
2.15 S/MIME Communication Setting Function ... 2-64
2.15.1 Setting the S/MIME Communication ... 2-64
2.15.2 Registering the certificate ... 2-68
2.16 SNMP Setting Function ... 2-70
2.16.1 Changing the auth-password and priv-password ... 2-70
2.16.2 SNMP access authentication function ... 2-77
2.16.3 SNMP v3 setting function ... 2-77
2.16.4 SNMP network setting function ... 2-78
2.17 WebDAV Function ... 2-79
Setting the WebDAV Server Password ... 2-79
2.18 PC-Fax RX Setting Function ... 2-83
PC-Fax RX Setting ... 2-83
2.19 TSI User Box Setting Function ... 2-86
TSI User Box Setting ... 2-86
2.20 TCP/IP Setting Function ... 2-90
2.20.1 Setting the IP Address ... 2-90
2.20.2 Registering the DNS Server ... 2-91
2.21 NetWare Setting Function ... 2-92
Making the NetWare Setting ... 2-92
2.22 SMB Setting Function ... 2-93
Setting the NetBIOS Name ... 2-93
2.23 AppleTalk Setting Function ... 2-94
Making the AppleTalk Setting ... 2-94
2.24 E-Mail Setting Function ... 2-95
Setting the SMTP Server (E-Mail Server) ... 2-95

3 User Operations

3.1 User Authentication Function ... 3-2
3.1.1 Performing user authentication ... 3-2
3.1.2 Accessing the ID & Print Document ... 3-10
3.2 Change Password Function ... 3-12
Performing Change Password ... 3-12
3.3 Secure Print Function ... 3-15
Accessing the Secure Print Document ... 3-15
3.4 User Box Function ... 3-18
3.4.1 Setting the User Box ... 3-18
3.4.2 Changing the User Box Password and user attributes and account attributes ... 3-24
3.4.3 Accessing the User Box and User Box file ... 3-32
3.4.4 Sending S/MIME box files ... 3-36

4 Application Software

4.1 PageScope Data Administrator ... 4-2
4.1.1 Accessing from PageScope Data Administrator ... 4-2
4.1.2 Setting the user authentication method ... 4-5
4.1.3 Changing the authentication mode ... 4-7
4.1.4 Making the user settings ... 4-10
4.1.5 Making the account settings ... 4-11

Downloaded From ManualsPrinter.com Manuals

4.1.6 Registering the certificate ... 4-12
4.1.7 SNMP Setting Function ... 4-14
4.1.8 DNS Server Setting Function ... 4-16
4.1.9 NetWare Setting Function ... 4-17
4.1.10 SMB Setting Function ... 4-18
4.1.11 AppleTalk Setting Function ... 4-19
4.1.12 E-Mail Setting Function ... 4-20
4.2 PageScope Box Operator ... 4-21
4.2.1 Accessing the User Box ... 4-21
4.2.2 Creating a User Box ... 4-23
4.2.3 Changing the User Box properties (user attributes, account attributes) ... 4-24
4.2.4 Accessing the User Box file ... 4-26
4.3 HDD TWAIN driver ... 4-27
Accessing from the HDD TWAIN driver ... 4-27
4.4 PageScope Direct Print ... 4-29
Printing through PageScope Direct Print ... 4-29
4.5 HDD Backup Utility ... 4-31
4.5.1 Backup ... 4-31
4.5.2 Restore ... 4-35

Downloaded From ManualsPrinter.com Manuals

1 Security

Downloaded From ManualsPrinter.com Manuals

1 Security

1.1 Introduction

Thank you for purchasing our product.

This User's Guide contains the operating procedures and precautions to be used when using the security functions offered by the bizhub 423/363/283/223 machine. To ensure the best possible performance and effective use of the machine, read this manual thoroughly before using the security functions. The Administrator of the machine should keep this manual for ready reference. The manual should be of great help in finding solutions to operating problems and questions.

This User's Guide (Ver. 1.00) describes bizhub 423/bizhub 363/bizhub 283/bizhub 223/bizhub 7828/ineo 423/ineo 363/ineo 283/ineo 223 Multi Function Peripheral Control Software (MFP Controller:A1UD0Y0-0100-GM0-00).

Compliance with the ISO15408 Standard

When the Enhanced Security Mode on this machine is set to [ON], more enhanced security functions are available.

The security functions offered by the bizhub 423/363/283/223 machine comply with ISO/IEC15408 (level: EAL3).

Operating Precautions

The machine gives an alarm message or an alarm sound (peep) when a wrong operation is performed or a wrong entry is made during operation of the machine. (No "peep" alarm sound is issued if a specific sound setting in Sound Setting of Accessibility Setting is set to [OFF].) If the alarm message or alarm sound is given, perform the correct operation or make the correct entry according to the instructions given by the message or other means.

The Administrator of the machine should exit from the current mode to return to the basic screen whenever the access to that mode is completed or if he or she leaves the machine with the mode screen left displayed.

The Administrator of the machine should make sure that each individual general user exits from the current mode to return to the basic screen whenever the access to that mode is completed or if the user leaves the machine with the mode screen left displayed.

If an error message appears during operation of the machine, perform steps as instructed by the message. For details of the error messages, refer to the User’s Guide furnished with the machine. If the error cannot be remedied, contact your service representative.

The PageScope Web Connection functions can be used only if the setting is made to accept "Cookie."

Downloaded From ManualsPrinter.com Manuals

INSTALLATION CHECKLIST

This Installation Checklist contains items that are to be check by the Service Engineer installing this machine. The Service Engineer should check the following items, then explain each checked item to the Administrator of the machine.

To Service Engineer

Make sure that each of these items is properly carried out by checking the box on the right of each item.

1.	Perform the following steps before installing this machine.	Completed
	Check with the Administrator to determine if the security functions of this machine should be enhanced. If the functions should be enhanced, check the following. If the security functions are not to be enhanced, quit the operation without checking the following.	☐
	I swear that I would never disclose information as it relates to the settings of this machine to anybody, or perform malicious or intentional act during setup and service procedures for the machine.	☐
	When giving the User's Guide Security Operations to the Administrator of the machine, check that the User's Guide is the security-compatible version and explain to the Administrator that it is security-compatible.	☐
2.	After this machine is installed, refer to the Service Manual and perform the following steps.	
	Check that the Firmware version (MFP Controller, CheckSum) indicated in the Service Manual matches the values shown in the Firmware Version screen. If there is a mismatch in the Firmware version number, explain to the Administrator of the machine that upgrading of the Firmware is necessary and perform upgrading of the Firmware.	☐
	Set CE Authentication to [ON] and set the CE Password.	☐
	Check that Management Function Choice to Unset and HDD to Installed.	☐
	Check that the Fax Kit has been mounted and set up properly, if fax functions are to be used.	☐
3.	After this machine is installed, refer to this User's Guide and perform the following steps.	
	Check that the Administrator Password has been set by the Administrator of the machine.	☐
	Check that data has been backed up by the Administrator of the machine using the HDD Backup Utility if necessary.	☐
	Check that the Encryption Key has been set by the Administrator of the machine.	☐
	Check that User Authentication has been set to [ON (MFP)] or [ON (External Server)] (Active Directory only) by the Administrator of the machine.	☐
	Check that the self-signed certificate for SSL communications has been registered by the Administrator of the machine.	☐
	Check that data has been restored by the Administrator of the machine using the HDD Backup Utility if necessary.	☐
	Let the Administrator of the machine set Enhanced Security Mode to [ON].	☐
	The languages, in which the contents of the User's Guide Security Operations have been evaluated, are Japanese and English. Explain the way how to get the manual in the language, in which it is evaluated.	☐
	Explain to the administrator that the settings for the security functions for this machine have been specified.	☐

When the above steps have been properly carried out, the Service Engineer should make a copy of this page and give the original of this page to the Administrator of the machine. The copy should be kept at the corresponding Service Representative for filing.

Product Name		Company Name	User Division Name	Person in charge
Customer				
Service Representative			-	

Downloaded From ManualsPrinter.com Manuals

1.2 Security Functions

Setting the Enhanced Security Mode to [ON] will validate the security function of this machine. For details of the settings of different security functions to be changed by turning [ON] the Enhanced Security Mode, see page 2-8.

Setting the Enhanced Security Mode to [ON] will enhance the authentication function. Access control is then provided through password authentication for any access to the Administrator Settings, User Authentication mode, Account Track mode, User Box, a User Box data file, a Secure Print Document, and WebDAV Server. Access is thereby granted only to the authenticated user.

A password that can be set must meet the requirements of the Password Rules. The machine does not accept setting of an easily decipherable password. For details of the Password Rules, see page 1-8.

If a wrong password is entered, during password authentication, a predetermined number of times (once to three times) or more set by the Administrator of the machine, the machine determines that it is unauthorized access through Prohibited Functions When Authentication Error, prohibiting any further entry of the password. By prohibiting the password entry operation, the machine prevents unauthorized use or removal of data, thereby ensuring secured used of the machine.

To cancel the password entry operation prohibited condition, the Administrator must perform the Release Setting. When the Administrator performs the Release Setting for the operation prohibited condition, a sound operation control in utmost security is achieved under the control of the Administrator.

By setting the Encryption Key, the data stored in the HDD is encrypted, thereby protecting the data in the HDD. Note, however, that the Encryption Key does not prevent the HDD from being physically removed. Make sure of a good operation control.

When the machine is to be discarded, or use of a leased machine is terminated at the end of the leasing contract, the Overwrite All Data function overwrites and erases all data stored in all spaces of the HDD. The function also resets all passwords saved in the NVRAM to factory settings, preventing leak of data. For details of items to be cleared by Overwrite All Data function, see page 1-10.

Check Count Clear Conditions

The following are the conditions for clearing or resetting the check count of the number of wrong entries at the time of authentication by the Enhanced Security Mode.

<Administrator Settings>

- Authentication of Administrator Settings is successful.

<User Authentication Mode>

- User Authentication mode is successful.
- Release of Prohibited Functions When Authentication Error is executed.

<Account Track Mode>

- Account Track mode is successful.
- Release of Prohibited Functions When Authentication Error is executed.

<Secure Print>

- Authentication of Secure Print is successful.
- Release of Prohibited Functions When Authentication Error is executed.

<Box>

- Authentication of User Box is successful.
- Authentication for execution of change of User Box Name and User Box Password is successful.
- Release of Prohibited Functions When Authentication Error is executed.

<SNMP Password (auth-Password, priv-Password)>

- Authentication of SNMP is successful.
- Release of Prohibited Functions When Authentication Error is executed.

<WebDAV authentication>

- Authentication of WebDAV is successful.
- Release of Prohibited Functions When Authentication Error is executed.

Downloaded From ManualsPrinter.com Manuals

1.3 Data to be Protected

The underlying concept of this machine toward security is "to protect data that can be disclosed against the intention of users."

The following types of image files that have been saved in the machine and made available for use by its users are protected while the machine is being used.

- Image files saved by Secure Print
- Image files saved as ID & Print Document when print data is to be saved using the ID & Print Setting function
- Image files saved in Personal User Box, Public User Box and Group User Box

The following types of data saved in the HDD are protected when use of a leased machine is terminated at the end of the leasing contract, the machine is to be discarded, or when the HDD is stolen.

- Image files saved by Secure Print
- Image files saved as ID & Print Document when print data is to be saved using the ID & Print Setting function
- Image files saved in Personal User Box, Public User Box and Group User Box
- Image files of jobs in the queue state
- Image files other than Secure Print Document, ID & Print Document and User Box file
- Data files left in the HDD data space, used as image files and not deleted through the general deletion operation
- Temporary data files generated during print image file processing
- Destination recipient data (e-mail address, telephone number)

This machine offers specific functions as data protection methods: the SSL function that ensures confidentiality of images transmitted and received over the network and the S/MIME function that is used for encrypting image files.

When transmitting and receiving highly confidential image data among different pieces of IT equipment within an office LAN, the machine carries out communications with the correct destination via encrypted and reliable paths, assuming an office environment that responds to most stringent security requirements.

* "Secure print" represents the settings for the secure print document in the printer driver interface.

Downloaded From ManualsPrinter.com Manuals

1.4 Precautions for Operation Control

This machine and the data handled by this machine should be used in an office environment that meets the following conditions. The machine must be controlled for its operation under the following conditions to protect the data that should be protected.

Roles and Requirements of the Administrator

The Administrator should take full responsibility for controlling the machine, thereby ensuring that no improper operations are performed.

<To Achieve Effective Security>

- A person who is capable of taking full responsibility for controlling the machine should be appointed as the Administrator to make sure that no improper operations are performed.
- When using an SMTP server (mail server) or an DNS server, each server should be appropriately managed by the Administrator and should be periodically checked to confirm that settings have not been changed without permission.

Password Usage Requirements

The Administrator must control the Administrator Password, Encryption Key, auth-Password, priv-Password, and WebDAV Server Password appropriately so that they may not be leaked. These passwords should not be ones that can be easily guessed. The user, on the other hand, should control the User Box Password, Secure Print Password, and User Password appropriately so that they may not be leaked. Again, these passwords should not be ones that can be easily guessed. For the Public User Box shared among a number of users, the User Box Password should be appropriately controlled so that it may not be leaked to anyone who is not the user of the Public User Box.

<To Achieve Effective Security>

- Make absolutely sure that only the Administrator knows the Administrator Password, Encryption Key, auth-Password, priv-Password, and WebDAV Server Password.
- The Administrator must change the Administrator Password, Encryption Key, auth-Password, priv-Password, and WebDAV Server Password at regular intervals.
- The Administrator should make sure that any number that can easily be guessed from birthdays, employee identification numbers, and the like is not set for the Administrator Password, Account Password, Encryption Key, auth-Password, priv-Password, and WebDAV Server Password.
- If a User Password or User Box Password has been changed, the Administrator should have the corresponding user change the password as soon as possible.
- The Administrator should change the Account Password set for each account at regular intervals and, should one be changed, he or she should immediately inform users who implement Account Track of the new Account Password.
- If the Administrator Password has been changed by the Service Engineer, the Administrator should change the Administrator Password as soon as possible.
- The Administrator should have users ensure that the passwords set for the User Authentication, Secure Print, and User Box are known only by the user concerned.
- The Administrator should have users who implement Account Authentication ensure that the Account Password set for the account is known by the users implementing Account Authentication only.
- The Administrator should make sure that only the users who share a Public User Box and Group User Box know the password set for it.
- The Administrator should have users change the passwords set for the User Authentication and User Box at regular intervals.
- The Administrator should make sure that any user does not set any number that can easily be guessed from birthdays, employee identification numbers, and the like for the passwords set for the User Authentication, Secure Print, and User Box.

Downloaded From ManualsPrinter.com Manuals

Network Connection Requirements for the Machine

Packets being transmitted over the LAN installed in the office, in which the machine is installed, should be protected from unauthorized manipulation. If the LAN is to be connected to an outside network, no unauthorized attempt to establish connection from the external network should be permitted.

<To Achieve Effective Security>

- If the LAN, in which the machine is installed, is connected to an outside network, install a firewall or similar network device to block any access to the machine from the outside network and make the necessary settings.
- Configure the LAN installed in the office, in which the machine is installed, by using a switching hub and other devices to ensure that the packets are protected from unauthorized manipulation.
- Provide an appropriate network control at all times to make sure that packets are protected from unauthorized manipulation and no other copying machine is connected without prior notice to the office LAN to which this machine is connected.

User information control server control requirements

The server administrator is required to apply patches and control accounts for the user information control server connected to the LAN within the office, in which this machine is installed, to ensure operation control that achieves appropriate access control.

Security function operation setting operating requirements

The Administrator should make sure of correct operation control so that the machine is used with the Enhanced Security Mode set to [ON].

Operation and control of the machine

The Administrator of the machine should perform the following operation control.

- The Administrator of the machine should log off from the Administrator Settings whenever the operation in the Administrator Settings is completed. The Administrator of the machine should also make sure that each individual user logs off from the User Authentication mode after the operation in the User Authentication mode is completed, including operation of the Secure Print Document, User Box, and User Box file.
- The Administrator of the machine should set the Encryption Key according to the environment, in which this machine is used.

Machine Maintenance Control

The Administrator of the machine should perform the following maintenance control activities.

- Provide adequate control over the machine to ensure that only the Service Engineer is able to perform physical service operations on the machine.
- Provide adequate control over the machine to ensure that any physical service operations performed on the machine by the Service Engineer are overseen by the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

1.5 Miscellaneous

Password Rules

According to certain Password Rules, registration of a password consisting of a string of a single character or change of a password to one consisting of a string of a single character is rejected for the Administrator Password, User Password, Account Password, User Box Password, Secure Print Password, SNMP Password, WebDAV Server Password, and Encryption Key. For the Administrator Password, User Password, Account Password, User Box Password, SNMP Password, WebDAV Server Password, and Encryption Key, the same password as that currently set is not accepted.

Study the following table for details of the number of digits and characters that can be used for each password.

Types of passwords	No. of digits	Characters
User Password	8 digits	• Numeric characters: 0 to 9 • Alpha characters: upper and lower case letters • Symbols: !, #, $, %, &, ', (,), *, ,, -, ., /, :, ;, <, =, >, ?, @, [, \,], ^, _, `, {, |, }, ~, + • Characters with umlaut (95 characters) Selectable from among a total of 188 characters
Encryption Key	20 digits	• Numeric characters: 0 to 9 • Alpha characters: upper and lower case letters • Symbols: !, #, $, %, &, ', *, +, -, ., /, =, ?, @, ^, _, `, {, |, }, ~ Selectable from among a total of 83 characters
Administrator Password	8 digits	• Numeric characters: 0 to 9 • Alpha characters: upper and lower case letters • Symbols: !, #, $, %, &, ', (,), *, ,, -, ., /, :, ;, <, =, >, ?, @, [, \,], ^, _, `, {, |, }, ~, + Selectable from among a total of 93 characters
Account Password		
User Box Password		
Secure Print Password		
WebDAV Server Password		
SNMP Password • auth-Password • priv-Password	8 digits or more	• Numeric characters: 0 to 9 • Alpha characters: upper and lower case letters • Symbols: !, $, %, &, (,), *, ,, -, ., /, :, ;, <, =, >, ?, @, [,], ^, _, `, {, |, }, ~, + Selectable from among a total of 90 characters

Precautions for Use of Umlaut

- The maximum number of digits allowed for the User Password is 64, if umlaut is used with all characters, however, the maximum number of digits allowed becomes 32 digits.
- Setting or entering an umlaut from the control panel may be disabled depending on the setting made in this machine, but not on the client PC side including PageScope Web Connection. If an umlaut is set in a password on the PC side, therefore, the umlaut cannot be entered from the control panel, which means that this particular password is not usable.

Precautions for Use of Various Types of Applications

Comply with the following requirements when using various types of applications.

- When PageScope Web Connection or an application of various other types is used, the password control function of the application stores the password that has been entered in your PC. If you want the password not stored, disable the password control function of the application.
  When using the PageScope Web Connection or an application of various other types, use one that shows "*" or "●" for the password entered.
- Internet Explorer or other type of web browser, "SSL v3" or "TLS v1" should be used, not "SSL v2," for the SSL setting.
- Expanded functions, which can be used in association with applications by registering the optional License Kit, are available, including collecting and controlling user and account information by means of the WebDAV function. Use of these expanded functions is not covered by certification of ISO15408.

Downloaded From ManualsPrinter.com Manuals

Encrypting communications

The following are the cryptographic algorithms of key exchange and communications encryption systems supported in generation of encryption keys.

- TLS_RSA_WITH_RC4_128_MD5
- TLS_RSA_WITH_3DES_EDE_CBC_SHA
- TLS_RSA_WITH_AES_128_CBC_SHA
- TLS_DHE_RSA_WITH_3DES_EDE_CBC_SHA
- TLS_DHE_RSA_WITH_AES_256_CBC_SHA

NOTICE

No algorithms can be selected during generation of encryption keys. SSL v3 is automatically selected for the SSL setting according to the application and browser. Do not therefore change the setting manually to SSL v2.

Use the following browsers to ensure SSL encryption communication with appropriate strength. Use of any of the following browsers achieves SSL encryption communication that ensures confidentiality of the image data transmitted and received.

Windows NT4.0, 2000, XP, Server2003, Vista, Server2008, Windows 7

- Recommended is Microsoft "Internet Explorer 6" or later.
- Recommended is Netscape Navigator 7.02 or later.
- Recommended is Mozilla Firefox 1.0 or later.

Macintosh MacOS 9.x, MacOS X

- Recommended is Netscape Navigator 7.02 or later.
- Recommended is Mozilla Firefox 1.0 or later.

Linux

- Recommended is Netscape Navigator 7.02 or later.
- Recommended is Mozilla Firefox 1.0 or later.

SSL encryption communication with confidentiality properly maintained can be achieved in image data transmitted and received in any of the following applications.

- PageScope Box Operator
- HDD TWAIN
- PageScope Direct Print
- HDD Backup Utility

NOTICE

SSL encryption communication is not applicable to transmission of Secure Print in PageScope Direct Print.

IPP printing

IPP (Internet Printing Protocol) is a function that allows Secure Print Documents and image data stored in boxes to be printed via the Internet by using the HTTP (HyperText Transfer Protocol) of the TCP/IP Protocol. IPPS (IPP over SSL/TLS) is the type of IPP that performs the SSL encryption communication.

<Installing printer driver>

To perform IPP printing, the printer driver must be installed. From "Add Printer Wizard," select "Connect to a printer on the Internet or on a home or office network" and type the URL of this machine in the following format in the "URL" field. The printer, for which the settings have been made, can be used in the same manner as the ordinary local printer.

http:// <IP address of this machine> /ipp
E.g.: If the machine IP address is 192.168.1.20
Type http://192.168.1.20/ipp

To set IPPS printing:
Type https:// <IP address of the machine> /ipp.

Downloaded From ManualsPrinter.com Manuals

<Registering the certificate in Windows Vista/Server2008>

Windows Vista/Server2008, which offers enhanced security functions, gives a certificate error message if the SSL certificate is one that is not issued by a certification body. In such cases, it becomes necessary to register with Windows Vista the certificate of this machine as that issued by a reliable party for the computer account.

First, register Host Name and IP address of this machine in the DNS server in advance. Then, in TCP/IP Settings of PageScope Web Connection, set the DNS Host Name and DNS Default Domain Name registered with the DNS server.

It should also be noted that, for the certificate to be imported, a certificate for SSL encryption communication should be registered in PageScope Web Connection and exported in advance as the certificate including the public key.

1 From "Continue to this website," call the PageScope Web Connection window to the screen.

2 Click "Certificate Error" to display the certificate. Then, click "Install Certificate" to install the certificate.

3 Display the physical stores. Then, deploy the certificate, which has earlier been exported, in "Local Computer" of "Trusted Root Certification Authorities" to thereby import the certificate.

<IPPS printing settings in Windows Vista/Server2008>

Through additional printer setting, type "https://Host Name.Domain Name/ipp."
For [Host Name] and [Domain Name], specify the names set with the DNS server.

Items of Data Cleared by Overwrite All Data Function

The Overwrite All Data function clears the following items of data.

Items of Data Cleared	Description
User registration data	Deletes all user-related data that has been registered
Account registration data	Deletes all account track-related data that has been registered
Box registration data/file	Deletes all User Box-related information and files saved in User Box
Secure Print ID/Password/ Document	Deletes all Secure Print Document-related information and files saved
ID & Print Document	Deletes all ID & Print Documents saved in ID & Print User Box
Image files	• Image files other than Secure Print Documents, ID & Print Documents, and User Box files • Image files of jobs in the queue state • Data files left in the HDD data space, used as image files and not deleted through the general deletion operation • Temporary data files generated during print image file processing
Destination recipient data files	Deletes all destination recipient data including e-mail addresses and telephone numbers
Encryption Key	Clears the currently set Encryption Key
Administrator Password	Clears the currently set password, resetting it to the factory setting
SNMP Password	Clears the currently set password, resetting it to the factory setting (MAC address)
WebDAV Server Password	Clears the currently set password, resetting it to the factory setting (sysadm)
S/MIME certificate	Deletes the currently set S/MIME certificate
Device certificate (SSL certificate)	Deletes the currently set Device certificate (SSL certificate)
Network Setting	Clears the currently set network settings (DNS Server setting, IP Address setting, SMTP Server setting, NetWare Setting, NetBIOS setting and AppleTalk Printer Name setting), resetting it to the factory setting

Downloaded From ManualsPrinter.com Manuals

Fax functions

An optional Fax Kit is required for using fax functions. Contact your Service Representative.

Bluetooth communication

An optional Local Interface Kit is required for Bluetooth communication. Contact your Service Representative.

Downloaded From ManualsPrinter.com Manuals

2 Administrator Operations

Downloaded From ManualsPrinter.com Manuals

2 Administrator Operations

2.1 Accessing the Administrator Settings

In Administrator Settings, the settings for the machine system and network can be registered or changed.

This machine implements authentication of the user of the Administrator Settings function through the 8-digit Administrator Password that verifies the identity as the Administrator of the person who accesses the function. During the authentication procedure, the Administrator Password entered for the authentication purpose appears as "*" or "●" on the display.

When the Enhanced Security Mode is set to [ON], the number of times in which authentication fails is counted.

NOTICE

Make sure that none of the general users of the machine will know the Administrator Password.

If the Administrator Password is forgotten, it must be set again by the Service Engineer. Contact your Service Representative.

2.1.1 Accessing the Administrator Settings

The machine does not accept access to the Administrator Settings under any of the following conditions. Wait for some while before attempting to gain access to the Administrator Settings again.

- The Administrator Settings has been logged on to through access made from the PC.
- A remote operation is being performed from an application on the PC.
- There is a job being executed by the machine.
- There is a reserved job (timer TX, fax redial waiting, etc.) in the machine.
- Immediately after the main power switch has been turned ON.
- A malfunction code is displayed on the machine.

<From the Control Panel>

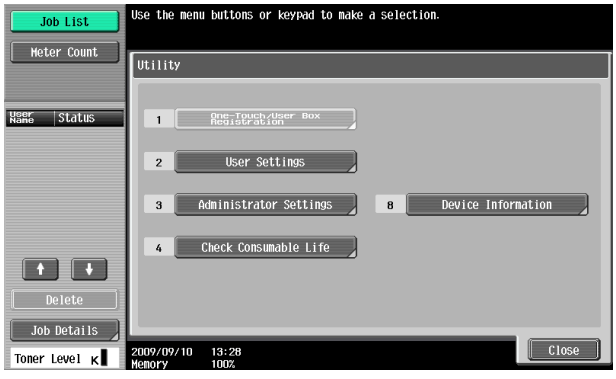
✔ When accessing the Administrator Settings from the control panel, if you have already logged on to the Administrator Settings using PageScope Web Connection, the machine displays a message that tells not to turn off the power because of the remote operation being performed and rejects any operation on the control panel. Wait until the message disappears before attempting to access the Administrator Settings once again.

✔ When accessing the Administrator Settings from the control panel, if [Export to the device] operation is being executed using the PageScope Data Administrator, the machine displays a message that tells not to turn off the power because of the remote operation being performed and rejects any operation on the control panel. Wait until the message disappears before attempting to access the Administrator Settings once again.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Press the [Utility/Counter] key.

2 Touch [Administrator Settings].



Downloaded From ManualsPrinter.com Manuals

3 Enter the 8-digit Administrator Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 2.

4 Touch [OK].

➔ If a wrong Administrator Password is entered, a message that tells that the Administrator Password does not match appears. Enter the correct Administrator Password.
➔ If the Enhanced Security Mode is set to [ON], entry of a wrong password is counted as unauthorized access. If a wrong Administrator Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears saying that the machine accepts no more Administrator Passwords because of unauthorized access for any subsequent entry of the Administrator Password. The machine is then set into an access lock state. To cancel the access lock state, settings must be made by the Service Engineer; or, turn off, and then turn on, the main power switch of the machine. If the main power switch is turned off and on, the access lock state is canceled after the lapse of time set for [Release Time Settings]. When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. If there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

5 Press the [Utility/Counter] key to log off from the Administrator Settings.

Downloaded From ManualsPrinter.com Manuals

2.1.2 Accessing the User Mode

You can log on to the User Mode as an Administrator. In the User Mode, you can check or delete a job, which is disabled in Administrator Settings.

Reference

- The authority relating to box settings is the same as that of Administrator Settings.

<From the Control Panel>

✔ The Administrator must first make User Authentication settings before he or she can access User Mode. For details of the User Authentication, see page 2-17.

✔ Do not leave the machine with the User Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the User Mode.

1 Touch [User Name].

2 Type "admin" in User Name.

➔ Press the [C] key or touch [Undo] to clear the value entered last.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

3 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

4 Touch [Password].

5 Enter the 8-digit Administrator Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 4.

6 Touch [OK].

7 Press [Access] or touch [Login].

➔ If a wrong Administrator Password is entered, a message that tells that the authentication has failed appears. Enter the correct Administrator Password.
➔ If the Enhanced Security Mode is set to [ON], entry of a wrong password is counted as unauthorized access. If a wrong Administrator Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears saying that the machine accepts no more Administrator Passwords because of unauthorized access for any subsequent entry of the Administrator Password. The machine is then set into an access lock state. To cancel the access lock state, settings must be made by the Service Engineer; or, turn off, and then turn on, the main power switch of the machine. If the main power switch is turned off and on, the access lock state is canceled after the lapse of time set for [Release Time Settings]. When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. If there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

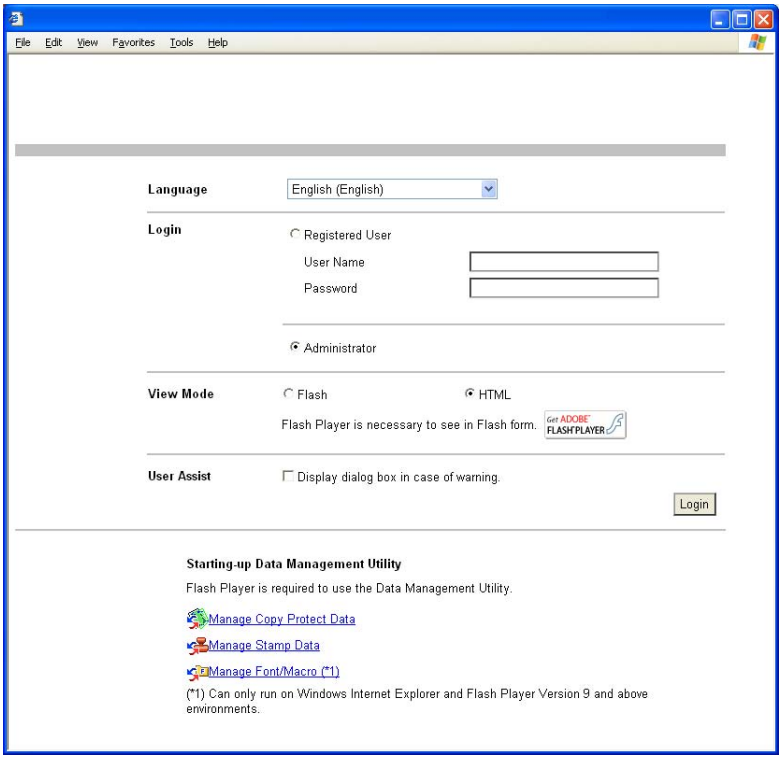
8 Press the [Access] key to log off from the User Mode.

Downloaded From ManualsPrinter.com Manuals

<From PageScope Web Connection>

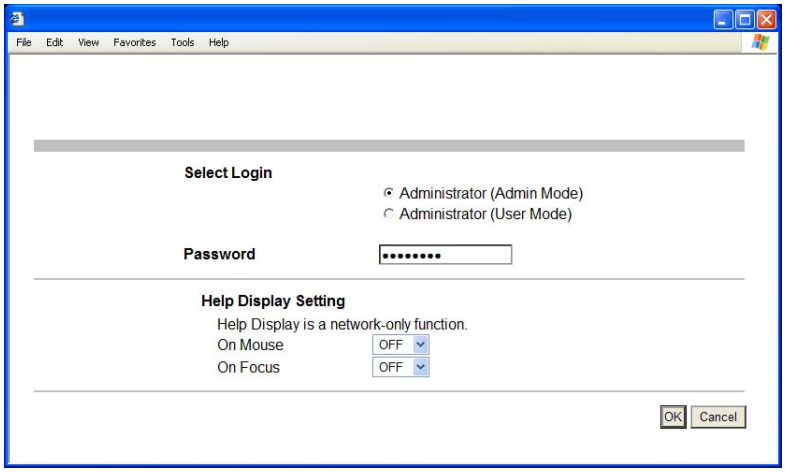
- ✔ While you are logging onto the Admin Mode using PageScope Web Connection, any operations from the machine's control panel are disabled.
- ✔ If you have already logged on to the Admin Mode from the control panel or using PageScope Web Connection, the machine displays a message that tells that another administrator has previously logged on and rejects any attempt to log on to the Admin Mode using the PageScope Web Connection. Click [OK] and wait for some while before attempting to access the Admin Mode once again.
- ✔ If [Export to the device] operation is being executed using the PageScope Data Administrator, the machine displays a message that tells you cannot log on to the mode because of the remote operation being performed and rejects any attempts to the Admin Mode via the PageScope Web Connection. Click [OK] and wait for some while before attempting to access the Admin Mode once again.
- ✔ If an attempt is made to log on to the Admin Mode while a job is being executed, the machine gives a message that tells that it is now impossible to log on to the Admin Mode. Click [OK] and try logging on to the Admin Mode after the execution of the job is completed.
- ✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.
- ✔ If you have logged on to the Admin Mode using the PageScope Web Connection and if you close the web browser without clicking [Logout], the touch panel of the machine remains locked for 70 sec.
- ✔ The display modes of the PageScope Web Connection administrator modes are classified into two display modes: [Tab Function Display] and [List Function Display]. This manual shows an example where the [List Function Display] is set as the display mode. In either display mode, the available items are the same.

1. Start the Web browser.
2. Enter the IP address of the machine in the address bar.
3. Press the [Enter] key to start PageScope Web Connection.
4. Click the Administrator radio button and [Login].



Downloaded From ManualsPrinter.com Manuals

5 Select "Administrator (Admin Mode)" or "Administrator (User Mode)" and enter the 8-digit Administrator Password in the "Password" box.



➔ If "Administrator (Admin Mode)" is selected, the settings for the machine system and network can be registered or changed.

➔ If "Administrator (User Mode)" is selected, you can log on to the User Mode as an Administrator. In the User Mode, you can check or delete a job, which is disabled in Administrator Settings. Note, however, that the authority relating to box settings is the same as that of Administrator Settings.

➔ When accessing the Admin Mode using the PageScope Web Connection, enter the same Administrator Password as that for the machine.

6 Click [OK].

➔ If a wrong Administrator Password is entered, a message that tells that the authentication has failed appears. Enter the correct Administrator Password.

➔ If the Enhanced Security Mode is set to [ON], entry of a wrong password is counted as unauthorized access. If a wrong Administrator Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears saying that the machine accepts no more Administrator Passwords because of unauthorized access for any subsequent entry of the Administrator Password. The machine is then set into an access lock state. To cancel the access lock state, settings must be made by the Service Engineer; or, turn off, and then turn on, the main power switch of the machine. If the main power switch is turned off and on, the access lock state is canceled after the lapse of time set for [Release Time Settings]. When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. If there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

7 Click [Logout].

8 Click [OK].

This allows you to log off from the Admin Mode.

Downloaded From ManualsPrinter.com Manuals

2.2 Enhancing the Security Function

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables setting of the Enhanced Security Mode that allows settings for enhancing each of different security functions to be converted all at once.

In the Enhanced Security Mode, the machine allows selection of whether to use the Enhanced Security Mode or not. If the Enhanced Security Mode is set to [ON], a count is taken of the number of unauthorized accesses to the Administrator Settings, User Authentication, Account Track, SNMP authentication, WebDAV authentication, all Secure Print, and all User Boxes. A function is also set that determines whether each password meets predetermined requirements. The security function is thus enhanced in the Enhanced Security Mode.

The following settings must first be made before the Enhanced Security Mode is set to [ON].

NOTICE

First, set the Encryption Key. To set the Encryption Key, HDD Format must first be executed. Execution of the HDD Format clears various setting values. For details of items that are cleared by HDD Format, see page 2-10.

If initialization is executed by the Service Engineer, set the Administrator Password and turn [ON] the Enhanced Security Mode again.

Settings to be Made in Advance	Description
Administrator Password	An 8-digit password that meets the Password Rules. The factory setting is "12345678."
User Authentication	Set to either [ON (MFP)] or [ON (External Server)] (Active Directory).
Encryption Key	Set the 20-digit Encryption Key.
Certificate for SSL	Register the self-signed certificate for SSL communications.
Management Function Choice	Calls for setting made by the Service Engineer. For details, contact your Service Representative.
CE Password	
CE Authentication	
HDD	

Downloaded From ManualsPrinter.com Manuals

Setting the Enhanced Security Mode to [ON] changes the setting values of the following functions.

Function Name	Factory Setting	When Enhanced Security Mode is set to [ON]
Password Rules	Invalid	Enable (not to be changed)
Prohibited Functions When Authentication Error	Mode 1	Mode 2 (not to be changed): Three times is set. * The number of times can be changed to once, twice, or three times (twice, four times, or six times for the WebDAV Server Password).
Confidential Document Access Method	Mode 1	Mode 2 (not to be changed) * In association with Prohibit Functions When Authentication Error the method is changed from authentication using Secure Print ID and password (Mode 1) to that using the password with the Secure Print Document first narrowed down by Secure Print ID (Mode 2).
Public User Access	Restrict	Restrict (not to be changed)
User List	OFF	OFF (not to be changed)
Print Without Authentication	Restrict	Restrict (not to be changed)
User Box Admin. Setting	Restrict	Restrict (not to be changed)
SSL	OFF	ON (not to be changed)
SSL Encryption Strength	AES-256, 3DES-168, RC4-128, DES-56, RC4-40	AES/3DES (not to be changed to one containing strength lower than AES/3DES)
Automatically Obtain Certificates of S/MIME	No	No (not to be changed)
S/MIME Encryption Method	3DES	3DES (not to be changed to DES or RC-2)
FTP Server	ON	OFF (not to be changed)
SNMPv1/v2c	Read/Write enabled	Only Read is enabled (not to be changed)
SNMP v3 Security Level and auth/priv-password	auth/priv-password	The security level can be selected from among [auth-password] and [auth/priv-password]. An 8-digit-or-more auth-password and priv-password can both be set.
Print Data Capture	Allow	Restrict (not to be changed)
Network Setting Clear (Pagescope Web Connection)	Enabled	Restrict
Administrator Password Change Via Network (Pagescope Web Connection)	Enabled	Restrict
Release Time settings	5 min.	The setting value should be 5 min. or more (no value less than 5 can be set)
Change by the user of destination data previously registered (Address Book and Program)	Allow	Restrict (not to be changed)
Secure Print User Box Preview	Thumbnail View, Detail View, and Document Details are enabled	Only Detail View is enabled before password authentication (Mode 2)
Initialize (Network Settings)	Enabled	Restrict (not to be changed)
Image Log Transfer Settings	OFF	OFF (not to be changed)

Downloaded From ManualsPrinter.com Manuals

Function Name	Factory Setting	When Enhanced Security Mode is set to [ON]
CS Remote Care	Usable	Remote device setting disabled

NOTICE

When Password Rules is set to [ON] the characters and the number of digits used for each password are restricted. For details of the Password Rules, see page 1-8.

2.2.1 Items cleared by HDD Format

Following are the items that are cleared by HDD Format.

Whenever HDD Format is executed, be sure to set the Enhanced Security Mode to [ON] again.

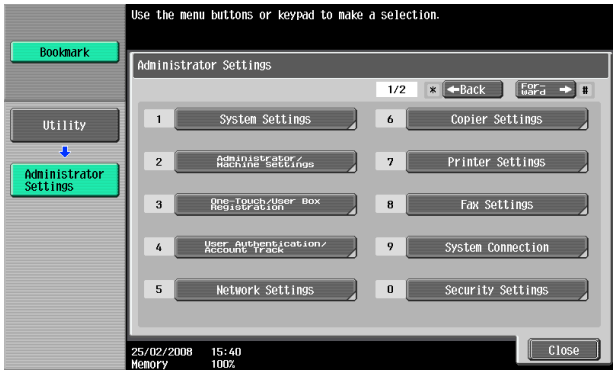
Items of Data Cleared	Description
Enhanced Security Mode	Set to [OFF]
Device certificate (SSL certificate)	Deletes the device certificate (SSL certificate) registered in the machine.
User Authentication	Set to [OFF]
Account Track Authentication	Set to [OFF]
Public User Access	Set to [Restrict]
User List	Set to [OFF]
Print Without Authentication	Set to [Restrict]
User registration data	Deletes all user-related data that has been registered
Account Track registration data	Deletes all account track-related data that has been registered
Box registration data/file	Deletes all User Box-related information and files saved in User Box
Secure Print ID/Password/Document	Deletes all Secure Print Document-related information and files saved
Destination recipient data files	Deletes all destination recipient data including e-mail addresses and telephone numbers

2.2.2 Setting the Enhanced Security Mode

- ✔ For the procedure to call the Administrator Settings on the display, see page 2-2.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.
- ✔ The Enhanced Security Mode is factory-set to [OFF]. Be sure to turn [ON] the Enhanced Security Mode so as to enable the security function of the machine.

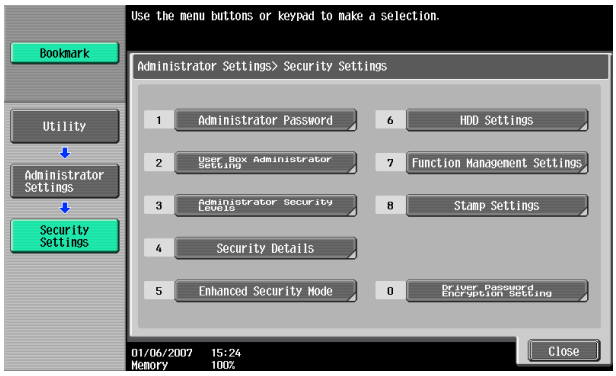
1 Call the Administrator Settings on the display from the control panel.

2 Touch [Security Settings].



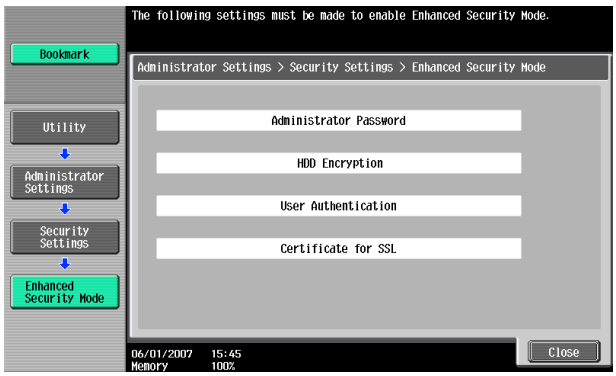
Downloaded From ManualsPrinter.com Manuals

3 Touch [Enhanced Security Mode].



4 Select [ON] to enable the Enhanced Security Mode and touch [OK].

➔ The following screen appears if the previously required settings are yet to be made by the Administrator of the machine. Make the necessary settings according to the corresponding set procedure.

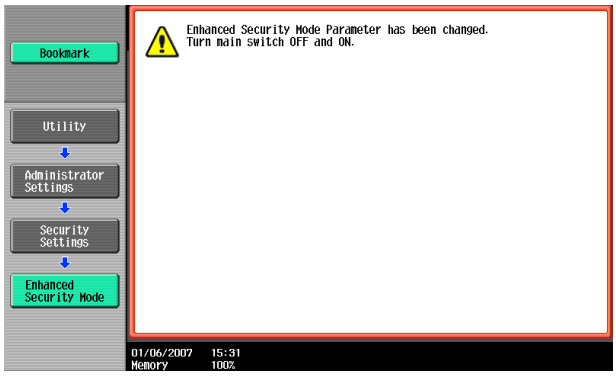


➔ The following screen appears if the previously required settings are yet to be made by the Service Engineer. Contact your Service Representative.

Downloaded From ManualsPrinter.com Manuals

5 Touch [OK].

6 Make sure that a message appears prompting you to turn OFF and then ON the main power switch. Now, turn OFF and then turn ON the main power switch.



➔ When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. if there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

➔ If the Enhanced Security Mode is properly set to [ON], the following icon appears at the center of the User Authentication screen, indicating that the machine is in the Enhanced Security Mode.

Downloaded From ManualsPrinter.com Manuals

2.3 Preventing Unauthorized Access

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables setting of the operation of Prohibited Functions When Authentication Error. The machine then takes a count of the number of unsuccessful accesses to the Administrator Settings, User Authentication, Account Track, SNMP authentication, WebDAV authentication, Secure Print authentication, and User Box authentication to prohibit the authentication operation.

Either [Mode 1] or [Mode 2] can be selected for Prohibited Functions When Authentication Error. The factory setting is [Mode 1]. If the Enhanced Security Mode is set to [ON], it is prohibited to change the setting from [Mode 2] (check count: three times). It is nonetheless possible to change the check count to select from among once, twice, or three times (twice, four times, or six times for the WebDAV authentication). If [Mode 2] is selected, the Release Time Settings function is enabled. When the Administrator Settings is set into the access lock state, the main power switch is turned off and on and, after the lapse of a predetermined period of time after the machine is turned on again, the access lock state of the Administrator Settings is canceled. The Release Time Settings function allows the period of time, after the lapse of which the access lock state of the Administrator Settings is canceled, to be set in the range between 1 and 60 min. The factory setting is 5 min. For details of each mode, see the table below.

Mode	Description
Mode 1	If authentication fails, the authentication operation (entry of the password) is prohibited for 5 sec.
Mode 2	If authentication fails, the authentication operation (entry of the password) is prohibited for 5 sec. The number of times, in which authentication fails, is also counted and, when the failure count reaches a predetermined value, the authentication operation is prohibited and the machine is set into an access lock state.

NOTICE

If the access lock state of the Administrator Settings is canceled by the Service Engineer, the setting of the Release Time Settings function is not applied.

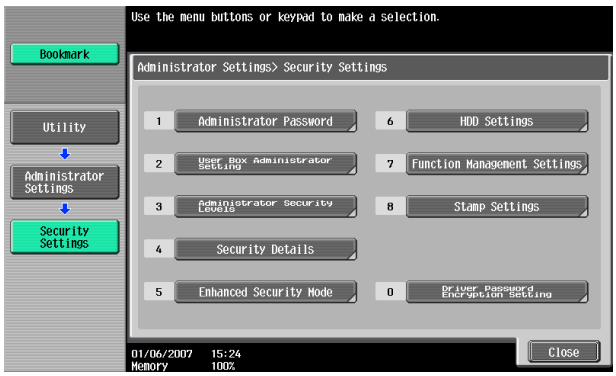
Setting Prohibited Functions When Authentication Error

✔ For the procedure to call the Security Settings screen on the display, see steps 1 and 2 of page 2-10.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Security Settings screen on the display from the control panel.

2 Touch [Security Details].



Downloaded From ManualsPrinter.com Manuals

3 Touch [Prohibited Functions When Authentication Error].

4 Touch [Mode 2].

➔ To change the check count, touch [+] to increase the count or [-] to decrease it.

5 Touch [Release Time Settings].

6 Press the [C] key and, from the keypad, enter the time, after the lapse of which the access lock state of the Administrator Settings is canceled.

➔ Release Time can be set to any value between 1 min. and 60 min. in 1-min. increments. An input data error message appears when any value falling outside the range of 1 to 60 min. is set. Enter the correct Release Time.

➔ In the Enhanced Security Mode, Release Time less than 5 min. cannot be set.

7 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

2.4 Canceling the Operation Prohibited State

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables the operation of Release Setting performed for canceling the state of Prohibited Functions When Authentication Error (access lock state) as a result of unauthorized access.

Release Setting clears the unauthorized access check count for all User Authentication, Account Track, SNMP authentication, WebDAV authentication, all Secure Print authentication, and all User Box authentication, resetting it to zero.

Perform the following procedure to cancel the password entry prohibited state.

- Administrator Settings: The operation prohibited state is canceled by the Service Engineer, or after the lapse of a predetermined period of time after the main power switch is turned off and on.
- User/Account authentication: Release
- Secure Print authentication: Release
- User Box authentication: Release
- SNMP authentication: Release
- WebDAV authentication: Release

Performing Release Setting

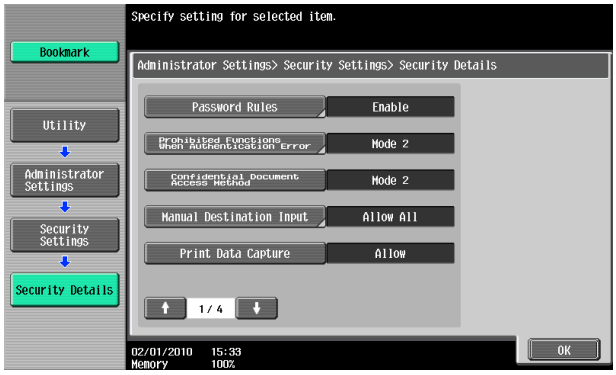
✔ For the procedure to call the Security Details screen on the display, see steps 1 and 2 of page 2-13.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

✔ When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. if there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

1 Call the Security Details screen on the display from the control panel.

2 Touch [Prohibited Functions When Authentication Error].



3 Touch [Release].

Downloaded From ManualsPrinter.com Manuals

4 Select the function, for which Prohibit Function as a result of unauthorized access is to be released.

5 Touch [OK].

This clears the unauthorized access check count of the specific function selected in step 4.

Downloaded From ManualsPrinter.com Manuals

2.5 Setting the Authentication Method

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables setting of the authentication method for User Authentication and for Account Track.

The User Authentication method may be [ON (MFP)] that uses the authentication system the machine has, [ON (External Server)] that uses a user information control system of the external server, or [OFF]. If the Enhanced Security Mode is set to [ON], the authentication method should be operated by either [ON (MFP)] or [ON (External Server)] (Active Directory).

The Account Track authentication method may be set to [ON] or [OFF]. If [ON] is selected, two or more users may be classified into different groups for control.

It is also possible to synchronize User Authentication with Account Track. Selecting "Synchronize" for "Synchronize User Authentication & Account Track" allows the machine to be used only through User Authentication.

NOTICE

Changing the Account Track setting erases all user and account information data that has previously been registered. This changes all Personal User Boxes owned by the users who are deleted and all Group User Boxes owned by the accounts that are deleted to Public User Boxes. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

If [ON (External Server)] is selected for the authentication method, be sure to select [Active Directory] in the External Server Settings.

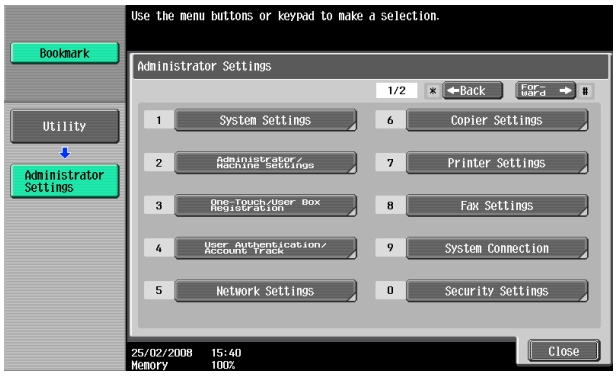
2.5.1 Setting the Authentication Method

✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

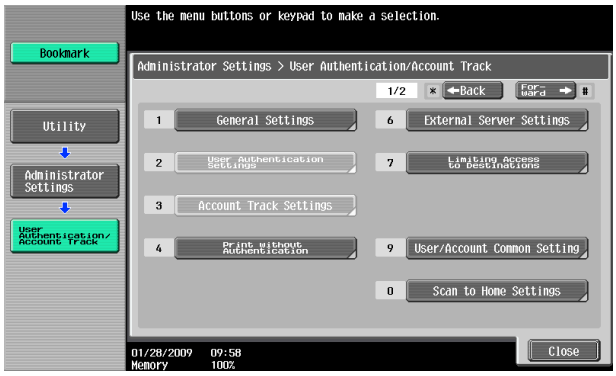
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Administrator Settings on the display from the control panel.

2 Touch [User Authentication/Account Track].

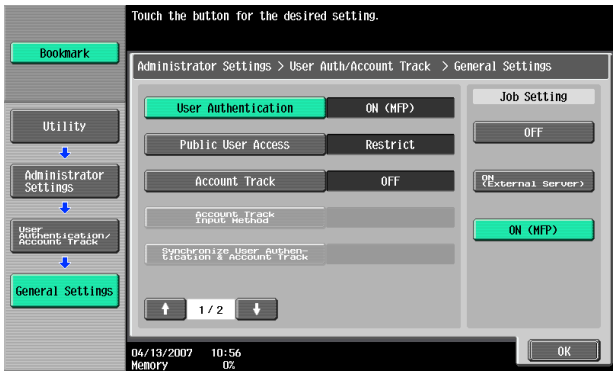


3 Touch [General Settings].



Downloaded From ManualsPrinter.com Manuals

4 Select [User Authentication] and touch [ON (MFP)] or [ON (External Server)].

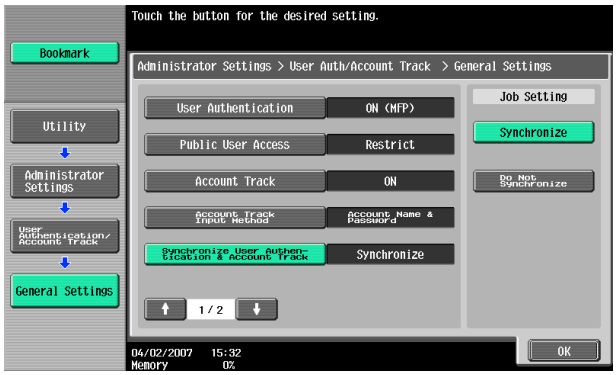


➔ To use the External Server, the External Server must be registered in advance. For how to make the External Server Settings, see page 2-19.

5 Select [Account Track] and touch [ON].

➔ If the Account Track is not to be used, go to step 7.

6 Select [Synchronize User Authentication & Account Track] and touch [Synchronize].



➔ When [Do Not Synchronize] is selected, both User Authentication and Account Track are checked each time the machine is used.

7 Touch [OK].

8 A message appears that prompts you to clear the use control data. Now, select [Yes] and touch [OK].

Downloaded From ManualsPrinter.com Manuals

2.5.2 Setting the External Server

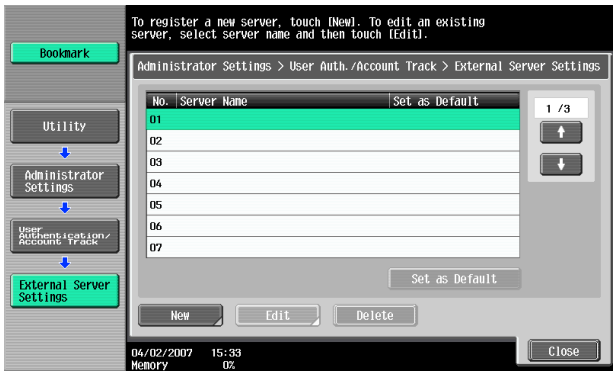
- ✔ If [ON (External Server)] is selected for the authentication method, the External Server must be registered in the machine in advance.
- ✔ For the procedure to call the User Authentication/Account Track screen on the display, see steps 1 and 2 of page 2-17.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the User Authentication/Account Track screen on the display from the control panel.

2 Touch [External Sever Settings].

3 Touch the specific Sever Registration key, in which no sever has been registered.

4 Touch [New].



➔ To change or delete a previously registered server, touch [Edit] or [Delete].

5 Touch [Server Type].

6 Touch [Active Directory].

Downloaded From ManualsPrinter.com Manuals

7 From the keyboard or keypad, enter the Domain Name and touch [OK].

Enter the default domain name using the keyboard or keypad.
To clear your entry completely, press the [C] key.
Administrator Settings > Server Type > Default Domain Name
Space
Shift
10/03/2010 08:14
Memory 100%
Undo
OK

8 Touch [OK].

9 Make the necessary settings.

➔ If the Sever Name is yet to be entered, [OK] cannot be touched. Be sure to enter the Sever Name.

➔ A Sever Name that already exists cannot be redundantly registered.

10 Touch [OK].

11 Touch [Close].

➔ If two or more External Servers have been registered, select any desired server and touch [Set as Default].

Downloaded From ManualsPrinter.com Manuals

2.6 ID & Print Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables setting of the operation of the ID & Print Setting function.

ID & Print is a function to authenticate a user using a user name and password, then automatically print the print jobs saved in the ID & Print User Box of this machine, when user authentication is enabled.

NOTICE

The Administrator must first make User Authentication settings before setting the ID & Print. For details of the User Authentication, see page 2-17.

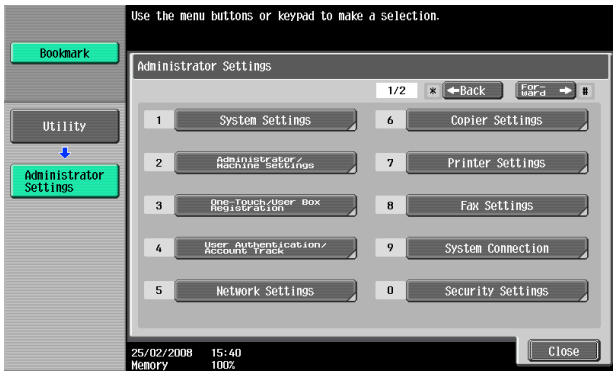
Setting ID & Print

✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

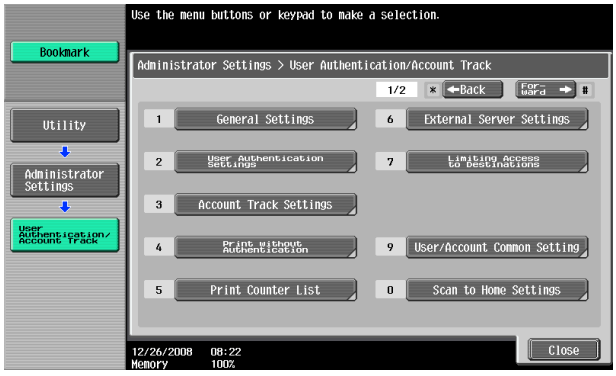
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Administrator Settings on the display from the control panel.

2 Touch [User Authentication/Account Track].

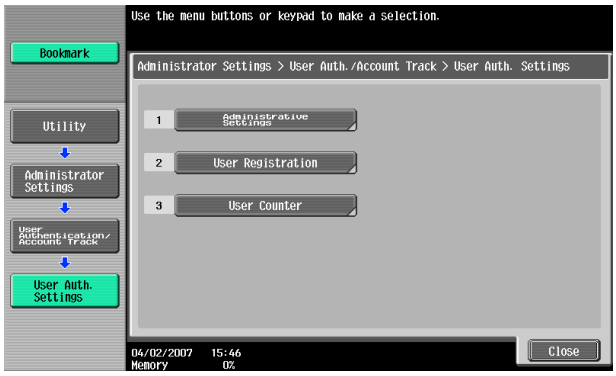


3 Touch [User Authentication Settings].



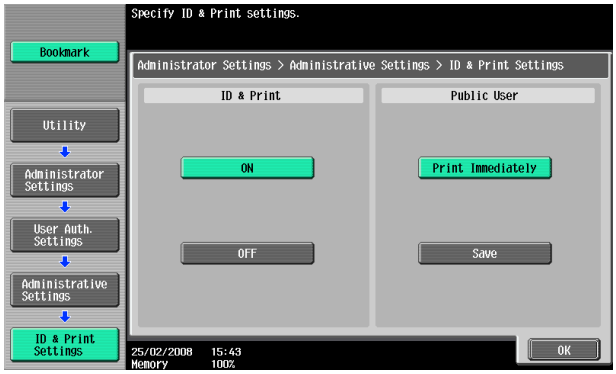
Downloaded From ManualsPrinter.com Manuals

4 Touch [Administrative Settings].



5 Touch [ID & Print Settings].

6 Select [ON].



7 Touch [OK].

➔ If [ON] is set, the document is stored as ID & Print Document even if [Print] is selected on the printer driver side.

➔ Even if [OFF] is set, the document is stored as ID & Print Document if [ID & Print] is selected on the printer driver side.

Downloaded From ManualsPrinter.com Manuals

2.7 System Auto Reset Function

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables setting of the operation of the System Auto Reset function.

If no operations are performed for a predetermined period of time during access to the Administrator Settings or user mode (during setting of User Authentication) from the control panel, the System Auto Reset function automatically causes the user to log off from the mode.

The predetermined period of time, after which the System Auto Reset function is activated, can be selected from among nine values between 1 min. and 9 min. System Auto Reset can also be set to [OFF]. If no operations are performed for 1 min. even with System Auto Reset set to [OFF], the function causes the user to log off from the mode automatically.

Reference

- Processing of a specific job, however, takes precedence over the System Auto Reset function. That is, even if a predetermined period of time elapses during which no operations are performed, once the processing of the specific job has been started, the System Auto Reset function does not cause the user to log off from the mode. The user logs off from the mode after the lapse of a predetermined period of time after the processing of the specific job is completed.

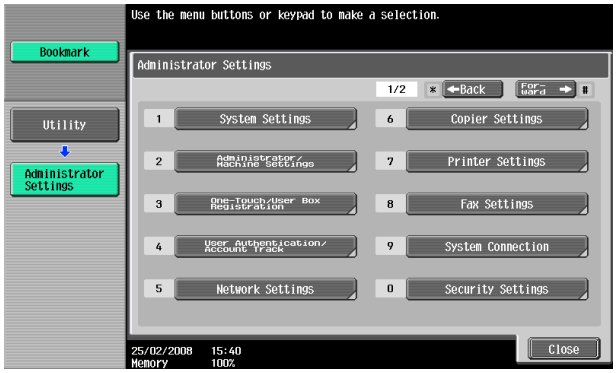
Setting the System Auto Reset function

✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

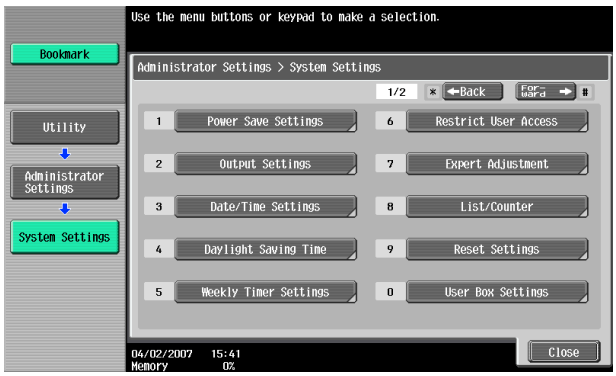
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Administrator Settings on the display from the control panel.

2 Touch [System Settings].



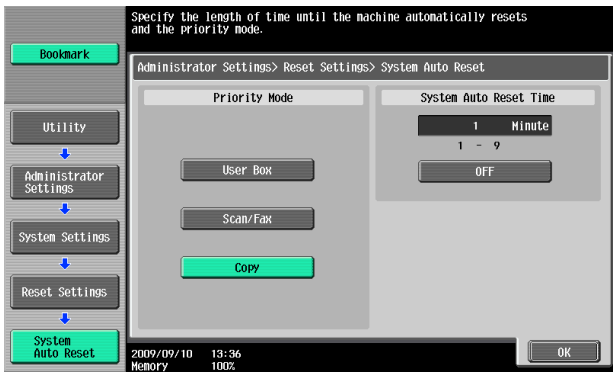
3 Touch [Reset Settings].



Downloaded From ManualsPrinter.com Manuals

4 Touch [System Auto Reset].

5 Press the [C] key and enter the period of time (1 min. to 9 min.) after which System Auto Reset is activated from the keypad.



➔ The time for System Auto Reset can be set to a value between 1 min. and 9 min., variable in 1-min. increments. An input data error message appears when any value falling outside the range of 1 to 9 min. is set. Enter the correct System Auto Reset Time.

➔ If no operations are performed for 1 min. even with System Auto Reset set to [OFF], the function is activated to cause the user to log off from the mode automatically.

➔ Press the [C] key to clear all characters.

6 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

2.8 User Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables registration of the users who can use the machine. It also enables operations for deleting a user and changing a User Password. In PageScope Web Connection, import/export of the user registration information is enabled, allowing the backup data of the user registration information to be saved or the saved backup data to be restored.

User Registration allows the User Name, User Password, and other user information to be registered for enabling access to, or operation of, the machine. Up to 1,000 different users can be registered. User Registration allows identification and authentication of each individual user, thereby preventing unauthorized use of the machine. A User Password may consist of 8 to 64 digits. The password entered is displayed as "*" or "●."

Reference

- If [ON (External Server)] (Active Directory) is set for the authentication method, it is not possible to make user registration or change a User Password from the control panel. To register or change a user, make the settings on the server side. If PageScope Data Administrator is used for registering user information, however, the user name must match that registered in the External Server. Further, a User Password can be set, but is not to be used for authentication.
- If [ON (External Server)] (Active Directory) is set for the authentication method and if a user not registered with this machine is authenticated through user authentication, that particular user name is automatically registered in the machine.
- If [ON (External Server)] (Active Directory) is set for the authentication method and if a user registered with this machine is authenticated through user authentication, that particular user name, along with the External Server name, is automatically registered in the machine. No two User Names registered in an External Server may be alike.
- If the user authentication method is changed between [ON (MFP)] and [ON (External Server)], the user information registered under the previous authentication method cannot be used under the new authentication method.
- If the user authentication method is to be changed, be sure first to delete all user information used under the old authentication method and then change the user authentication method as necessary. If a previously registered user is deleted, the Personal User Box owned by that specific user is changed to Public User Box. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.
- If [ON (MFP)] is set for the authentication method, a specific registered user may be temporarily suspended from using the machine or a suspended user may be allowed to use the machine again. While a user is suspended from using the machine, he or she cannot log onto the machine.
- [Pause] setting for the user is disabled if [ON (External Server)] (Active Directory) is set for the authentication method.

Making user setting

<From the Control Panel>

✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

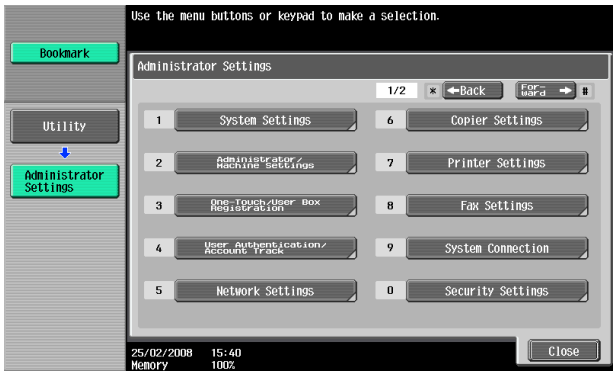
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

✔ If synchronization with Account Track has been set, the account should be registered in advance. For how to make the Account Track Registration, see page 2-31.

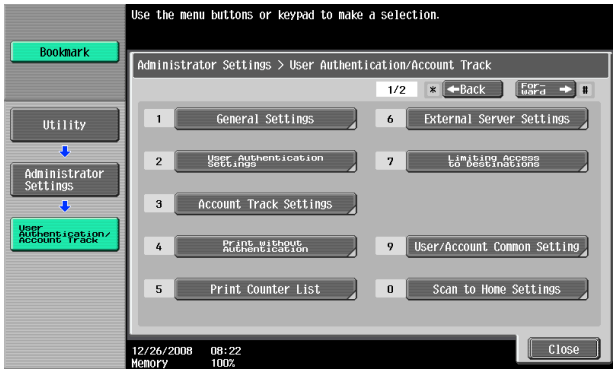
1 Call the Administrator Settings on the display from the control panel.

Downloaded From ManualsPrinter.com Manuals

2 Touch [User Authentication/Account Track].



3 Touch [User Authentication Settings].



4 Touch [User Registration].

5 Select a specific User Registration key, in which no user has been registered, and touch [Edit].

➔ To delete a previously registered user or change a User Password, touch the desired User Registration key.

Downloaded From ManualsPrinter.com Manuals

➔ To change a User Password, perform steps 6 through 8.

6 Touch [Password].

7 From the keyboard or keypad, enter a new User Password that may consist of 8 or more digits. To prevent entry of a wrong password, enter the password again in [Password Confirmation].

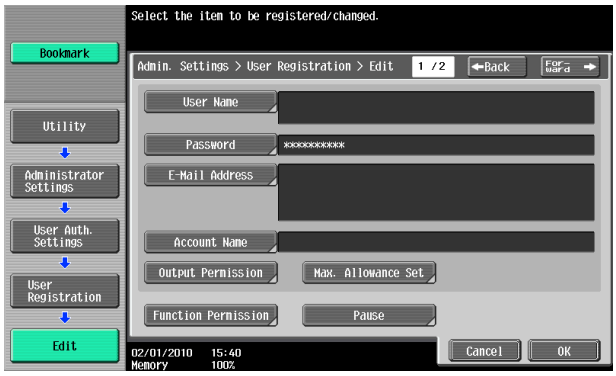
➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 6.

8 Touch [OK].

➔ If the entered User Password does not meet the requirements of the Password Rules, a message that tells that the entered User Password cannot be used appears. Enter the correct User Password. For details of the Password Rules, see page 1-8.
➔ If the entered User Password does not match, a message that tells that the User Password does not match appears. Enter the correct User Password.

Downloaded From ManualsPrinter.com Manuals

9 Touch [Account Name].



➔ If Account Name is not registered, Account Track becomes necessary even with "Synchronize" set for "Synchronize User Authentication & Account Track." Account Track is, however, necessary only for the first time. Once any account is authenticated, that particular account is registered for Account Name. The machine can thereafter be used only through User Authentication.
It should be noted that this function is valid only through operation from the control panel of the machine. In operation from PageScope Web Connection or application software, if Account Name is not registered, you cannot log onto the mode.

➔ [Account Name] is not displayed if Account Track has not been set or synchronization with Account Track has not been set for the authentication method.

10 Select the desired Account.

11 Touch [OK].

12 Make the necessary settings.

➔ If the User Name is yet to be entered, [OK] cannot be touched. Be sure to enter the User Name.

➔ A User Name that already exists cannot be redundantly registered.

➔ To suspend temporarily a registered user from using the machine, touch [Pause] and select [Stop Job]. If the account to which the user belongs is temporarily suspended from using the machine, however, selecting [Continue Job] does not allow the user to use the machine.

13 Touch [OK].

➔ To delete a previously registered user, touch [Delete] in step 5.
Check the contents of registration on the confirmation screen and select [Yes] and touch [OK] if the previously registered user is to be deleted. Note that, if a previously registered user is deleted, the Personal User Box owned by that specific user is changed to Public User Box. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

Downloaded From ManualsPrinter.com Manuals

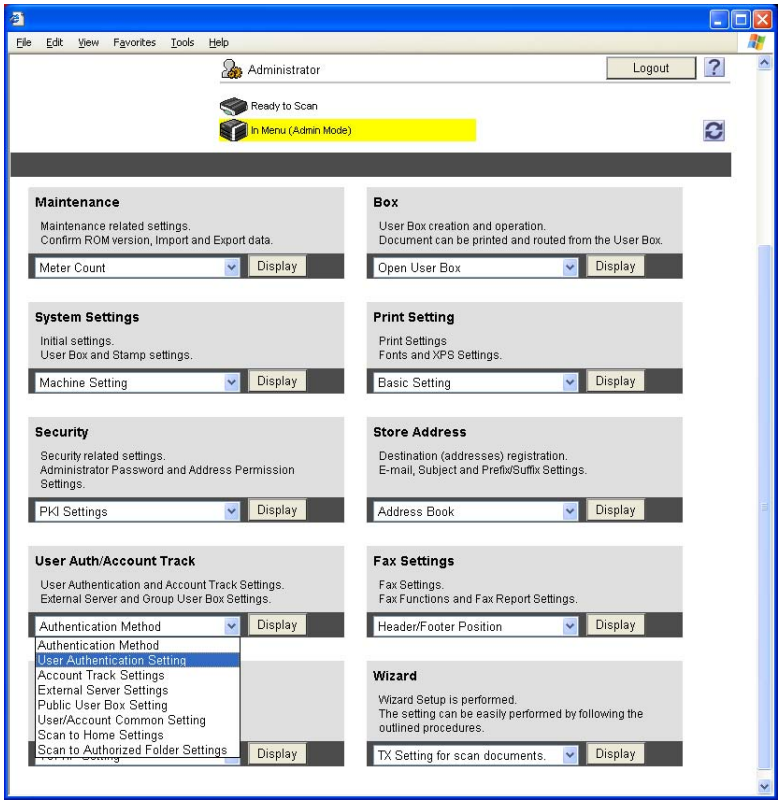
<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.

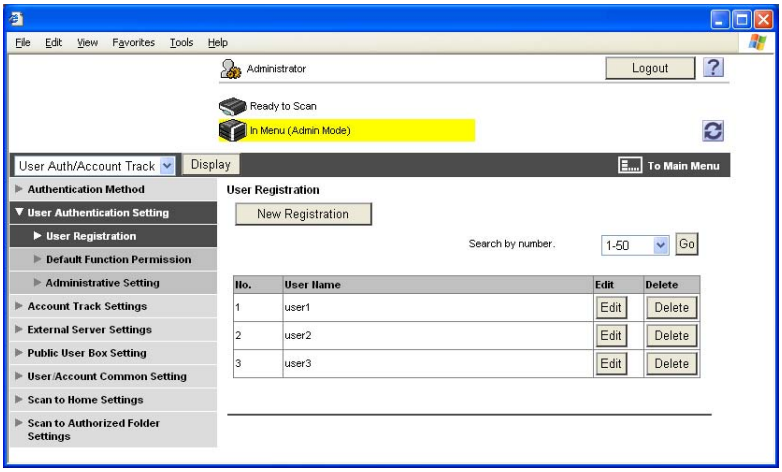
✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [User Authentication Setting] from the pull-down menu of User Auth/Account Track and click [Display].



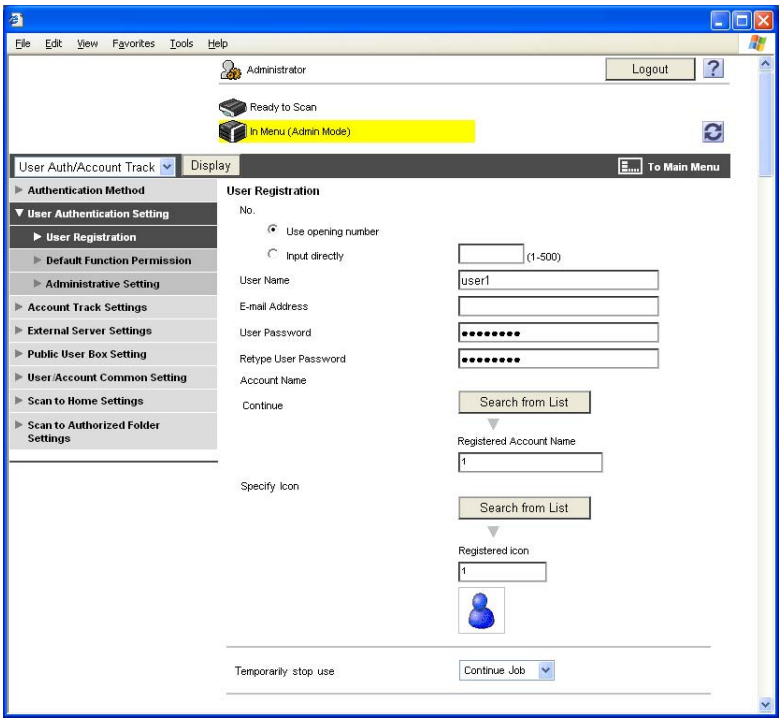
3 Click [New Registration].



➔ To change a User Password, click [Edit] and select the "User Password is changed." check box. Then, enter the new User Password.

Downloaded From ManualsPrinter.com Manuals

4 Make the necessary settings.



➔ A number that already exists cannot be redundantly registered.

➔ A User Name that already exists cannot be redundantly registered.

➔ [Account Name] is not displayed if Account Track has not been set or synchronization with Account Track has not been set for the authentication method.

➔ To suspend temporarily a registered user from using the machine, select [Stop Job] from the pull-down menu of [Temporarily stop use]. If the account to which the user belongs is temporarily suspended from using the machine, however, selecting [Continue Job] does not allow the user to use the machine.

➔ Click [Cancel] to go back to the previous screen.

5 Click [OK].

➔ If the entered User Password does not meet the requirements of the Password Rules, a message that tells that the entered User Password cannot be used appears. Enter the correct User Password. For details of the Password Rules, see page 1-8.

➔ If the entered User Password does not match, a message that tells that the User Password does not match appears. Enter the correct User Password.

6 Check the message that tells that the setting has been completed. Then, click [OK].

➔ To delete a previously registered user, click [Delete] in step 3. Check the contents of registration on the confirmation screen and click [OK], then click it again if the previously registered user is to be deleted. Note that, if a previously registered user is deleted, the Personal User Box owned by that specific user is changed to Public User Box. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

Downloaded From ManualsPrinter.com Manuals

2.9 Account Track Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables registration of accounts, for which use of the machine is restricted. It also enables operations for deleting an account and changing an Account Password. In PageScope Web Connection, import/export of the account registration information is enabled, allowing the backup data of the account registration information to be saved or the saved backup data to be restored.

Account Track Registration allows the Account Name, Account Password, and other account information to be registered for enabling access to, or operation of, the machine. Up to 1,000 different users or accounts can be registered. An Account Password may consist of 8 digits. The password entered is displayed as "*" or "●."

Reference

- A specific registered account may be temporarily suspended from using the machine or a suspended account may be allowed to use the machine again. While an account is suspended from using the machine, it cannot log onto the machine. If a registered account to which a particular user belongs is suspended from using the machine, that particular user is also unable to log onto the machine.
- [Pause] setting of the account is enabled even if [ON (External Server)] (Active Directory) is set for the authentication method.

Making account setting

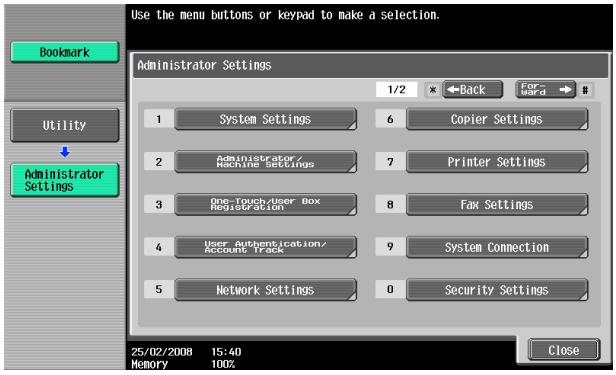
<From the Control Panel>

✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

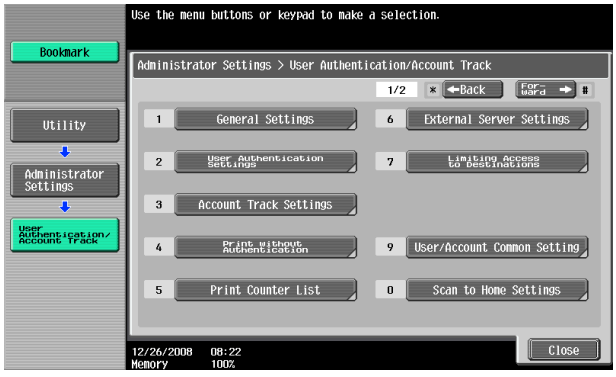
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Administrator Settings on the display from the control panel.

2 Touch [User Authentication/Account Track].



3 Touch [Account Track Settings].



Downloaded From ManualsPrinter.com Manuals

4 Touch [Account Track Registration].

5 Select a specific Account Registration key, in which no account has been registered, and touch [Edit].

➔ To delete a previously registered account or change an Account Password, touch the desired Account Track Registration key.

➔ To change an Account Password, perform steps 6 through 8.

6 Touch [Password].

Downloaded From ManualsPrinter.com Manuals

7 From the keyboard or keypad, enter a new Account Password that may consist of 8 digits.
To prevent entry of a wrong password, enter the password again in [Password Confirmation].

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 6.

8 Touch [OK].

➔ If the entered Account Password does not meet the requirements of the Password Rules, a message that tells that the entered Account Password cannot be used appears. Enter the correct Account Password. For details of the Password Rules, see page 1-8.
➔ If the entered Account Password does not match, a message that tells that the Account Password does not match appears. Enter the correct Account Password.

9 Make the necessary settings.

➔ If the Account Name is yet to be entered, [OK] cannot be touched. Be sure to enter the Account Name.
➔ An Account Name that already exists cannot be redundantly registered.
➔ To suspend temporarily a registered account from using the machine, touch [Pause] and select [Stop Job]. If [Stop Job] is selected, a user who belongs to that particular account is also temporarily suspended from using the machine.

10 Touch [OK].

➔ To delete a previously registered account, touch [Delete] in step 5. Check the contents of registration on the confirmation screen and select [Yes] and touch [OK] if the previously registered account is to be deleted. Note that, if a previously registered account is deleted, the Group User Box owned by that specific account is changed to Public User Box. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

Downloaded From ManualsPrinter.com Manuals

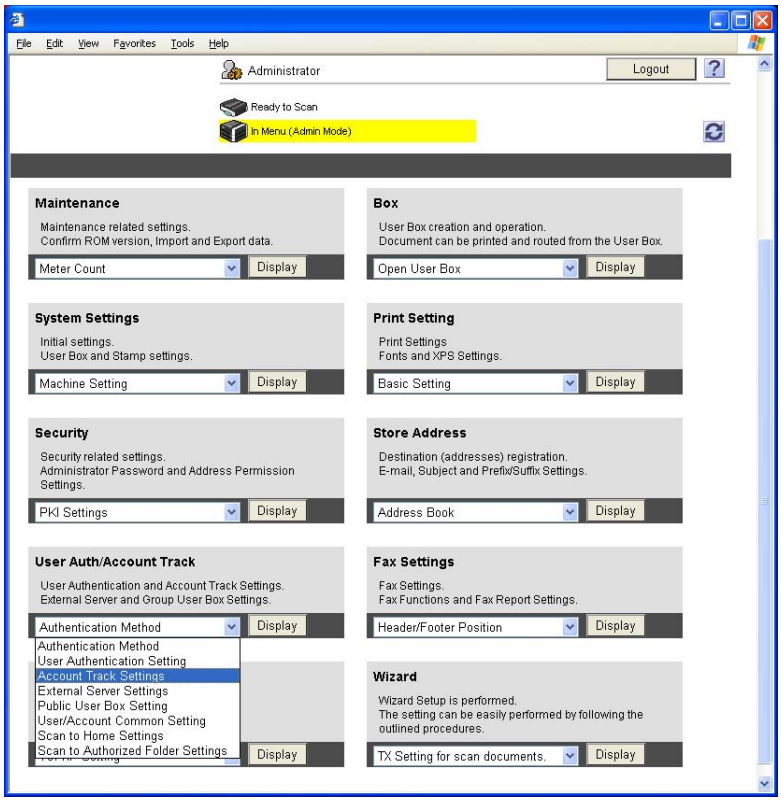
<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.

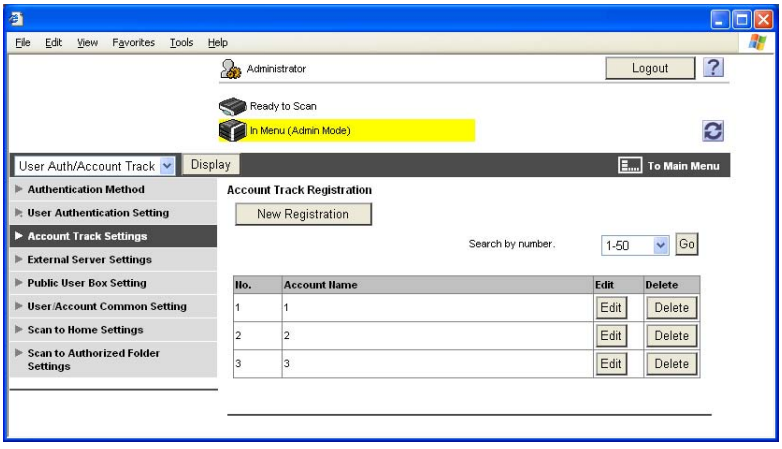
✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [Account Track Settings] from the pull-down menu of User Auth/Account Track and click [Display].



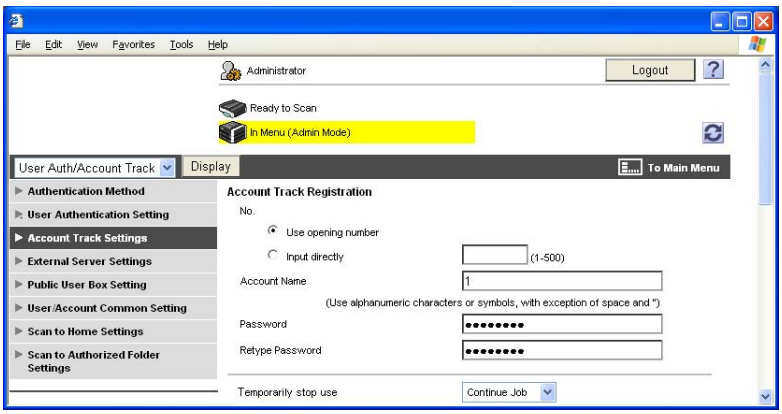
3 Click [New Registration].



➔ To change an Account Password, click [Edit] and select the "Password is changed." check box. Then, enter the new Account Password.

Downloaded From ManualsPrinter.com Manuals

4 Make the necessary settings.



➔ A number that already exists cannot be redundantly registered.

➔ An Account Name that already exists cannot be redundantly registered.

➔ To suspend temporarily a registered account from using the machine, select [Stop Job] from the pull-down menu of [Temporarily stop use]. If [Stop Job] is selected, a user who belongs to that particular account is also temporarily suspended from using the machine.

➔ Click [Cancel] to go back to the previous screen.

5 Click [OK].

➔ If the entered Account Password does not meet the requirements of the Password Rules, a message that tells that the entered Account Password cannot be used appears. Enter the correct Account Password. For details of the Password Rules, see page 1-8.

➔ If the entered Account Password does not match, a message that tells that the Account Password does not match appears. Enter the correct Account Password.

6 Check the message that tells that the setting has been completed. Then, click [OK].

➔ To delete a previously registered account, click [Delete] in step 3. Check the contents of registration on the confirmation screen and click [OK], then click it again if the previously registered account is to be deleted. Note that, if a previously registered account is deleted, the Group User Box owned by that specific account is changed to Public User Box. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

Downloaded From ManualsPrinter.com Manuals

2.10 User Box Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables the User Box. It also allows the User Box Password and user and account attributes to be changed.

User Box prepares a User Box in the HDD as a space for saving image files. Up to 1,000 Personal, Public and Group User Boxes can be registered. A User Box Password may consist of 8 digits. The password entered is displayed as "*" or "●."

The term "user attributes" is a generic name used to refer to Owner Change and User Box Type.

The term "account attributes" is a generic name used to refer to Owner Change and Account Box Type.

Reference

- If [ON (External Server)] (Active Directory) is set for the authentication method, the same Personal User Box name as that registered with the machine can be created and registered along with the External Server name. No two Personal User Box names registered in an External Server may be alike.
- If a document is saved in the Copy mode, Fax/Scan mode, User Box mode, or from an external memory or Bluetooth terminal by specifying a User Box number that has not been registered, the Personal User Box owned by the user who logged on through User Authentication is automatically registered.
- To use the external memory function and Bluetooth function, settings must be made by the Administrator of the machine. For details, refer to the User's Guide furnished with the machine.

2.10.1 Setting the User Box

<From the Control Panel>

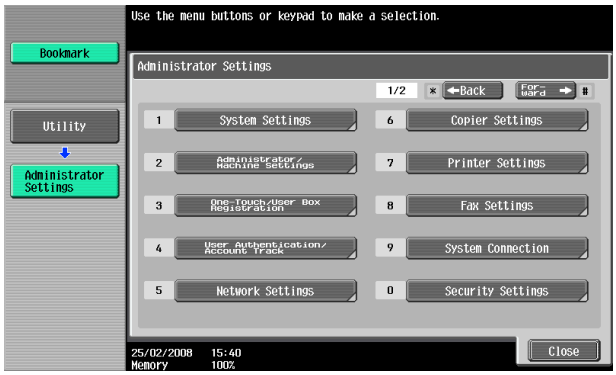
✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

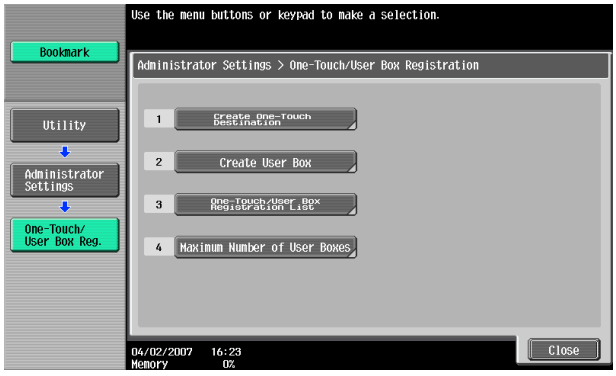
✔ For the procedure to change the user attributes, account attributes, and User Box Password, see page 2-42.

1 Call the Administrator Settings on the display from the control panel.

2 Touch [One-Touch/User Box Registration].

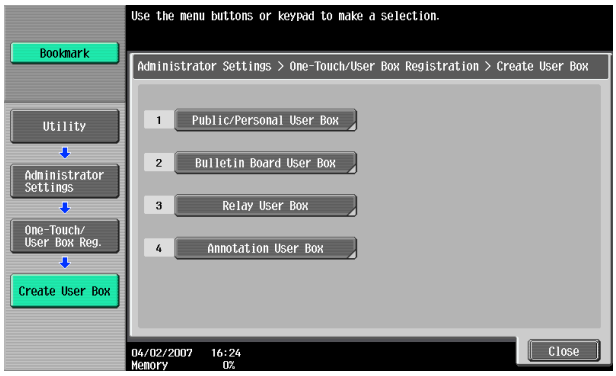


3 Touch [Create User Box].

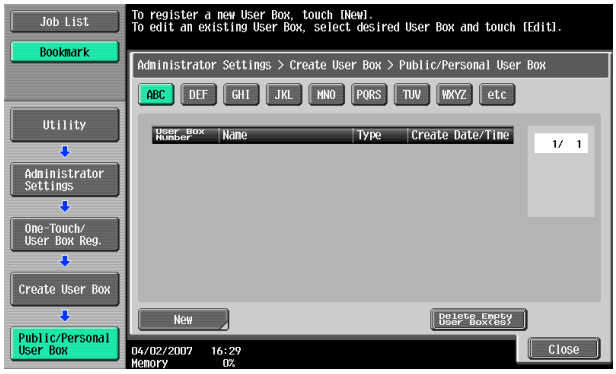


Downloaded From ManualsPrinter.com Manuals

4 Touch [Public/Personal User Box].

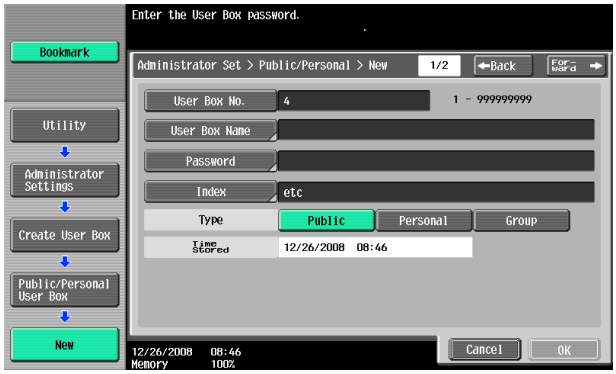


5 Touch [New].



➔ To delete a User Box, select the desired user box key and touch [Delete]. A confirmation message appears. Select [Yes] and touch [OK] to delete the specified User Box.

6 Select the User Box Type.



Downloaded From ManualsPrinter.com Manuals

➔ When [Personal] is selected, [Change Owner] is displayed. Then, select the desired owner name.

➔ When [Group] is selected, [Change Account Name] is displayed. Then, select the desired account name.

7 Touch [Password].

Downloaded From ManualsPrinter.com Manuals

8 Enter the new 8-digit User Box Password from the keyboard or keypad.
To prevent entry of a wrong password, enter the password again in [Password Confirmation].

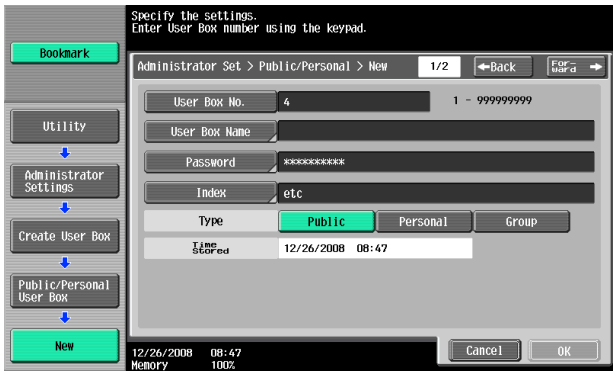
Please input a new password with the keyboard or ten-key pad. It is necessary to input it twice to confirm password. The password input with a clear key can be deleted.
Administrator Settings > New Public/Personal User Box > User Box Password
Password
Password Confirmation
Delete
Shift
03/10/2010 08:20
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 7.

9 Touch [OK].

➔ If the User Box Type is set to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.
➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

10 Make the necessary settings.



➔ A User Box No. that already exists cannot be redundantly registered.
➔ If no User Box Name has been registered, [OK] cannot be touched. Be sure to register the User Box Name.

11 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

<From PageScope Web Connection>

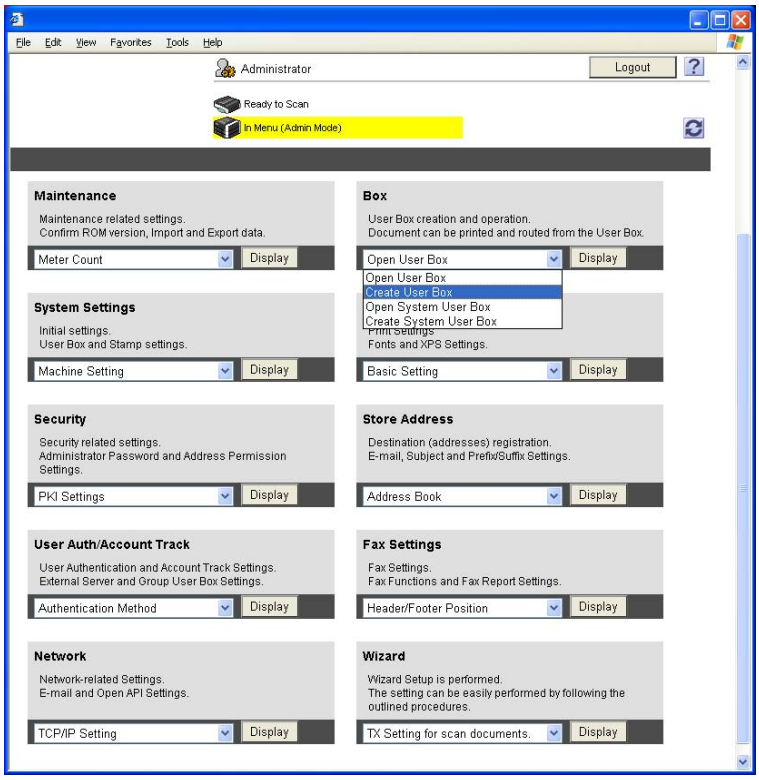
✔ For the procedure to access the Admin Mode, see page 2-2.

✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

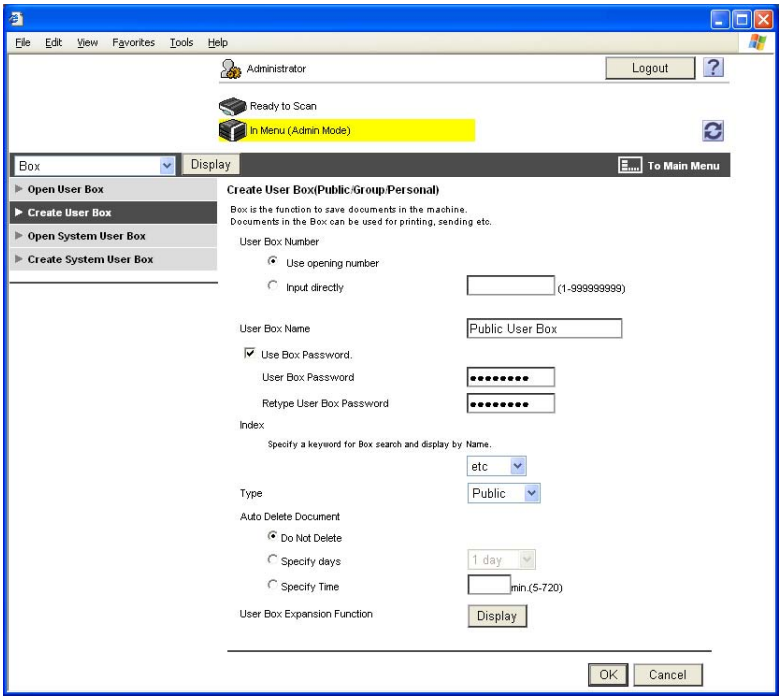
✔ For the procedure to change the user attributes, account attributes and User Box Password, see page 2-42.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [Create User Box] from the pull-down menu of Box and click [Display].



3 Make the necessary settings.



Downloaded From ManualsPrinter.com Manuals

➔ Be sure to enter the User Box Number, User Box Name, User Box Password, and Retype User Box Password.

➔ A User Box Number that already exists cannot be redundantly registered.

➔ If [Personal] is selected from the User Box Type pull-down menu, click [User List] and select the user from the registered user list. Or, directly enter in the "Owner Name" box the previously registered User Name.

➔ If [Group] is selected from the User Box Type pull-down menu, click [Account List] and select the account from the registered account list. Or, directly enter in the "Account Name" box the previously registered Account Name.

4 Click [OK].

➔ If the User Box Type is set to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

➔ If no Owner Name is entered, a message appears that tells that no Owner Names have been entered. Enter the correct Owner Name.

➔ If a user name not registered with the machine is entered in the "Owner Name" box, a message appears that tells that the Owner Name entered in the box is illegal. Enter the correct Owner Name.

➔ If no Account Name is entered, a message appears that tells that no Account Names have been entered. Enter the correct Account Name.

➔ If an account name not registered with the machine is entered in the "Account Name" box, a message appears that tells that the Account Name entered in the box is illegal. Enter the correct Account Name.

Downloaded From ManualsPrinter.com Manuals

2.10.2 Changing the user attributes and account attributes

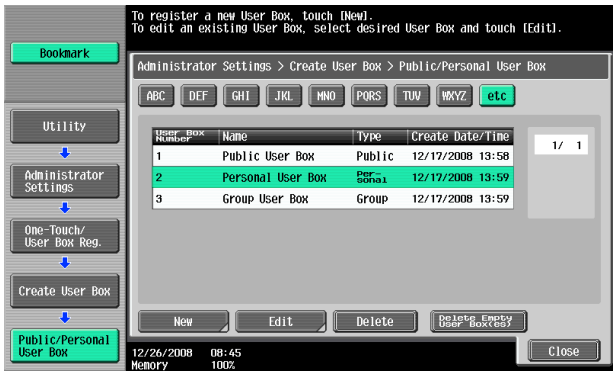
The Administrator of the machine can change the box type of the box previously registered. For the Personal User Box, the owner user can be changed, and for the Group User Box, the owner account can be changed.

<From the Control Panel>

- ✔ For the procedure to call the User Box setting screen on the display, see steps 1 through 4 of page 2-36.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.
- ✔ Changing the box type to [Public] nullifies the setting of the owner user or owner account.

1 Call the User Box setting screen on the display from the control panel.

2 Select the desired User Box key and touch [Edit].

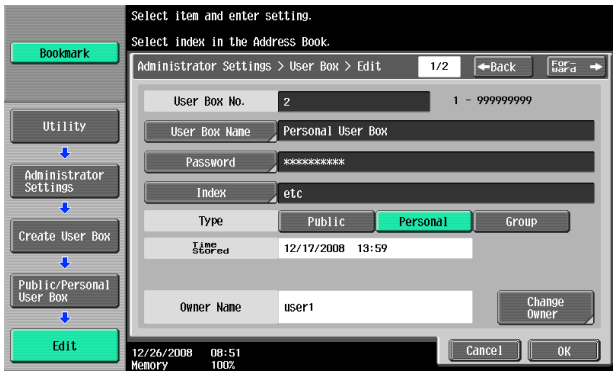


➔ To change the User Box Type, perform steps 3 through 6.

➔ To change the owner user or owner account, perform steps 4 through 6.

➔ To change the User Box Password, go to step 7.

3 Select the User Box Type.



➔ [Change Owner] appears if the Box Type is changed to [Personal]. Select the desired owner name.

➔ [Change Account Name] appears if the Box Type is changed to [Group]. Select the desired account name.

➔ If the User Box Type is changed to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

Downloaded From ManualsPrinter.com Manuals

4 Touch [Change Owner] if the Box Type is [Personal] and touch [Change Account Name] if the Box Type is [Group].

5 For [Change Owner], select the desired owner name.

➔ For [Change Account Name], select the desired account name.

6 Touch [OK].

7 Touch [Password].

Downloaded From ManualsPrinter.com Manuals

8 Enter the new 8-digit User Box Password from the keyboard or keypad.
To prevent entry of a wrong password, enter the password again in [Password Confirmation].

Please input a new password with the keyboard or ten-key pad. It is necessary to input it twice to confirm password. The password input with a clear key can be deleted.
Administrator Settings > Edit Public/Personal User Box > User Box Password
Password
Password Confirmation
Delete
Shift
03/10/2010 08:21
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 3.

9 Touch [OK].

➔ If the User Box Type is changed to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.
➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

10 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

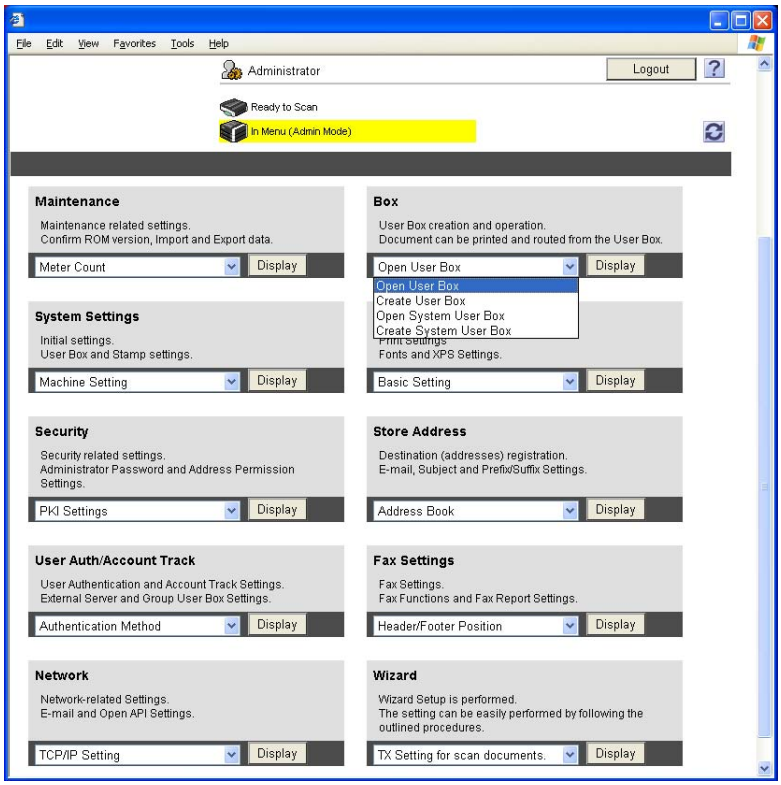
<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.

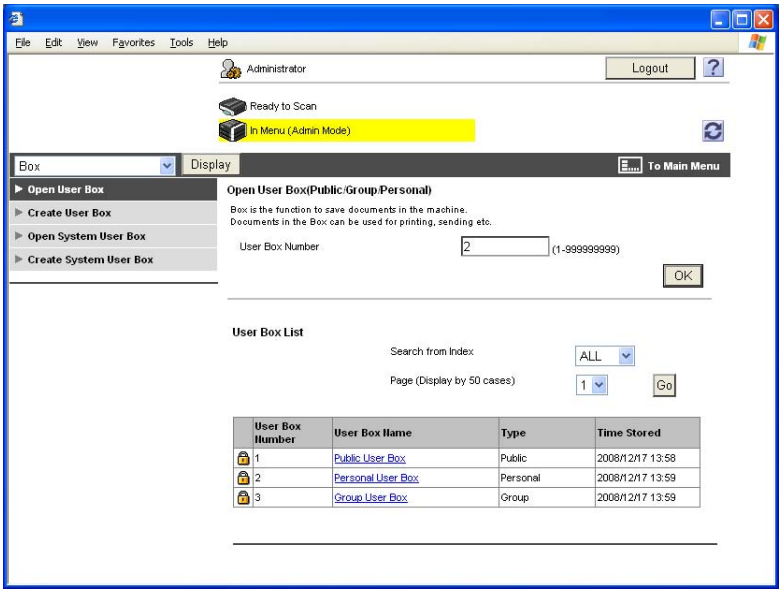
✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [Open User Box] from the pull-down menu of Box and click [Display].

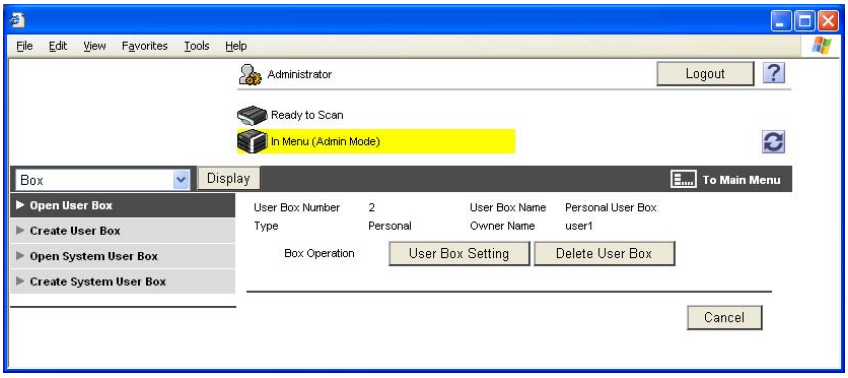


3 Enter the desired User Box Number and click [OK].



Downloaded From ManualsPrinter.com Manuals

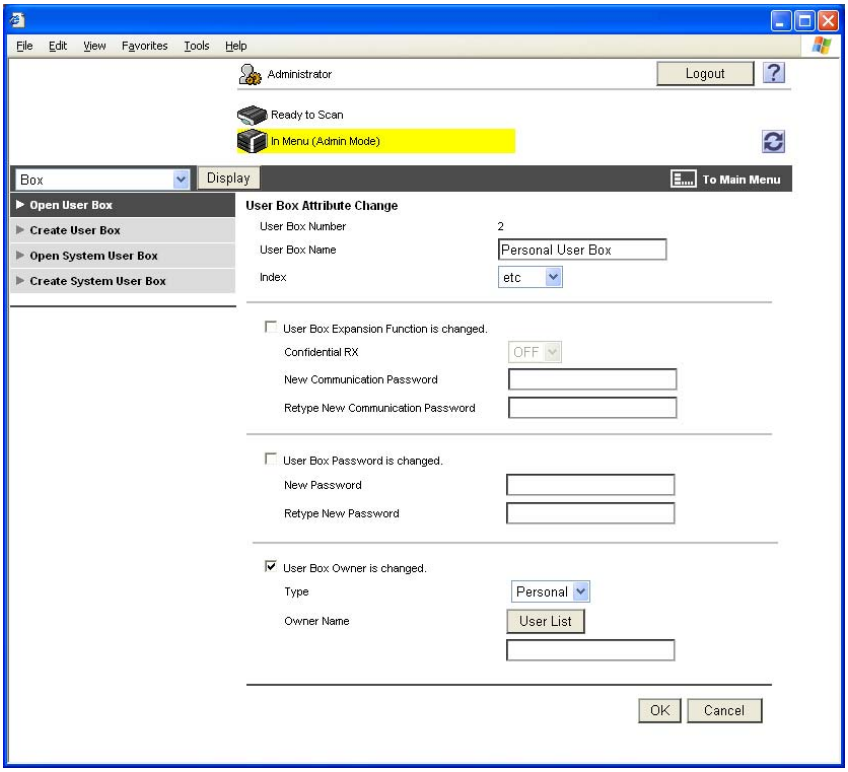
4 Click [User Box Setting].



➔ Go to step 6 to change the User Box Password.

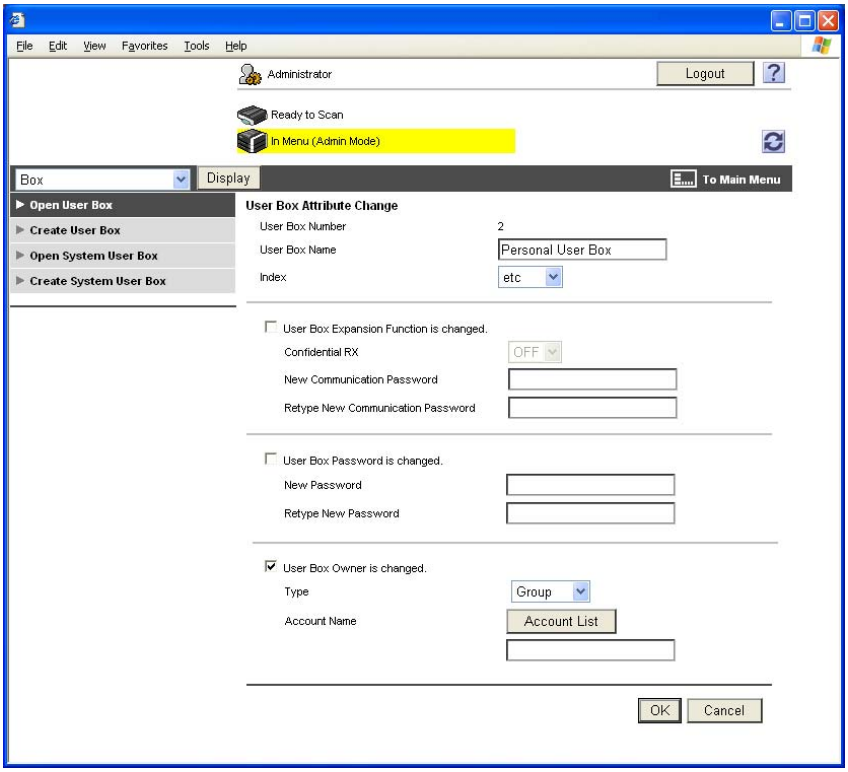
➔ To delete a User Box, click [Delete User Box]. A confirmation message appears. Click [OK] to delete the specified User Box.

5 Click the "User Box Owner is changed." check box and change the user attributes of the box.



Downloaded From ManualsPrinter.com Manuals

➔ The following screen appears if the account attributes are to be changed.



➔ If [Personal] is selected from the User Box Type pull-down menu, click [User List] and select the user from the registered user list. Or, directly enter in the "Owner Name" box the previously registered User Name.

➔ If [Group] is selected from the User Box Type pull-down menu, click [Account List] and select the account from the registered account list. Or, directly enter in the "Account Name" box the previously registered Account Name.

➔ If the "User Box Owner is changed." check box is not clicked, the changes made will not be validated. If the changes need to be made, make sure that the "User Box Owner is changed." check box has been clicked.

➔ To change the User Box Type, click the Type pull-down menu and select the desired box type.

6 Click the "User Box Password is changed." check box and enter the User Box Password.

7 Click [OK].

➔ If the User Box Type is changed to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

➔ If no Owner Name is entered, a message appears that tells that no Owner Names have been entered. Enter the correct Owner Name.

➔ If a user name not registered with the machine is entered in the "Owner Name" box, a message appears that tells that the Owner Name entered in the box is illegal. Enter the correct Owner Name.

➔ If no Account Name is entered, a message appears that tells that no Account Names have been entered. Enter the correct Account Name.

➔ If an account name not registered with the machine is entered in the "Account Name" box, a message appears that tells that the Account Name entered in the box is illegal. Enter the correct Account Name.

Downloaded From ManualsPrinter.com Manuals

2.11 Changing the Administrator Password

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables the operation of changing the Administrator Password required for accessing the Administrator Settings.

The Administrator Password entered for the authentication purpose appears as "*" on the display.

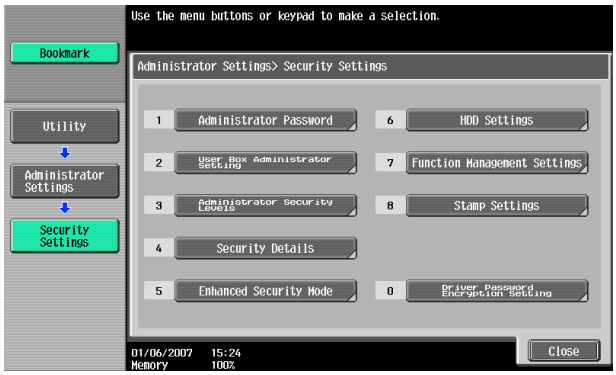
Changing the Administrator Password

✔ For the procedure to call the Security Settings screen on the display, see steps 1 and 2 of page 2-10.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Security Settings screen on the display from the control panel.

2 Touch [Administrator Password].



3 Enter the currently set 8-digit Administrator Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

➔ Touch [Cancel] to go back to the Security Settings screen.

4 Touch [OK].

➔ If a wrong Administrator Password is entered, a message that tells that the Administrator Password does not match appears. Enter the correct Administrator Password.

➔ If the Enhanced Security Mode is set to [ON], entry of a wrong password is counted as unauthorized access. If a wrong Administrator Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the Utility screen appears and the machine is set into an access lock state. To cancel the access lock state, settings must be made by the Service Engineer; or, turn off, and then turn on, the main power switch of the machine. If the main power switch is turned off and on, the access lock state is canceled after the lapse of time set for [Release Time Settings]. When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. If there is no wait period between turning the main power

Downloaded From ManualsPrinter.com Manuals

switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

5 Enter the new 8-digit Administrator Password from the keyboard or keypad.
To prevent entry of a wrong password, enter the password again in [Password Confirmation].

Please input a new password with the keyboard or ten-key pad. It is necessary to input it twice to confirm password.
The password input with a clear key can be deleted.
Administrator Settings> Security Settings> Administrator Password Setting
Password
Password Confirmation
Delete
Shift
2009/09/10 13:56
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the Security Settings screen.

6 Touch [OK].

➔ If the entered Administrator Password does not meet the requirements of the Password Rules, a message that tells that the entered Administrator Password cannot be used appears. Enter the correct Administrator Password. For details of the Password Rules, see page 1-8.
➔ If the entered Administrator Password does not match, a message that tells that the Administrator Password does not match appears. Enter the correct Administrator Password.

Downloaded From ManualsPrinter.com Manuals

2.12 Protecting Data in the HDD

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables the operation for setting and changing the Encryption Key.

By setting the Encryption Key, the data stored in the HDD is encrypted, thereby protecting the data in the HDD. The Encryption Key entered is displayed as "*."

Reference

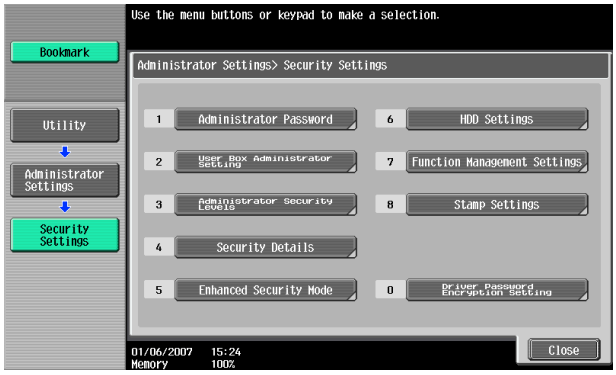
- When an Encryption Key (encryption word) is set using HDD Encryption Setting, an Encryption Key with a key length of 128 bits is generated. The generated encryption key is used to encrypt or decrypt data through AES encryption algorithm.

2.12.1 Setting the Encryption Key (encryption word)

- ✔ For the procedure to call the Security Settings screen on the display, see steps 1 and 2 of page 2-10.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.
- ✔ To prevent data from leaking as a result of reinstallation of the HDD on another machine, a unique value that varies from one machine to another must be set for the encryption key.
- ✔ Do not set any number that can easily be guessed from birthdays, employee identification numbers, and the like for the Encryption Key. Try to change the Encryption Key at regular intervals.
- ✔ Make sure that nobody but the Administrator of the machine comes to know the Encryption Key.
- ✔ If only the Encryption Key is to be set while the machine is being used without setting the Encryption Key, the Service Engineer must perform some setting procedures in advance. For details, contact your Service Representative.
- ✔ To change the Encryption Key, see page 2-56.
- ✔ Executing HDD Format erases data in the HDD. It is recommended that important data should be saved in a backup medium in advance. Execution of HDD Format will also reset the setting values of different functions to the default values. Set the Enhanced Security Mode to [ON] again. For the functions whose settings are reset to the default values, see page 2-10.

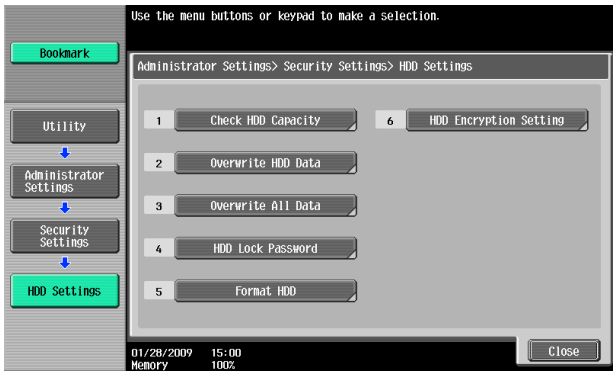
1 Call the Security Settings screen on the display from the control panel.

2 Touch [HDD Settings].

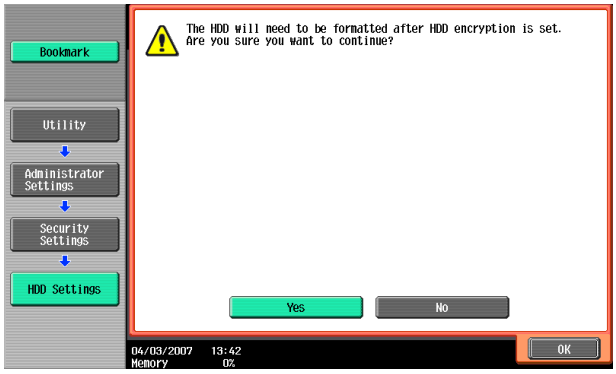


Downloaded From ManualsPrinter.com Manuals

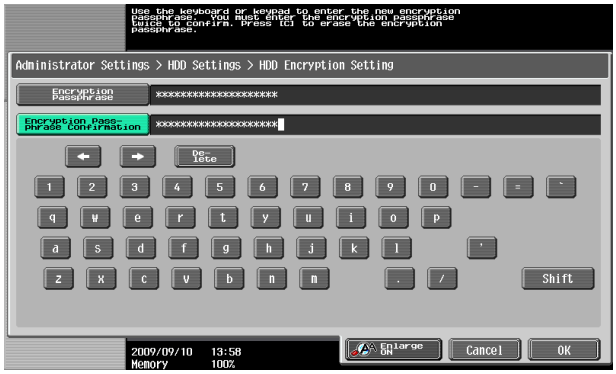
3 Touch [HDD Encryption Setting].



4 A confirmation message appears. Select [Yes] and touch [OK].



5 Enter the new 20-digit Encryption Key from the keyboard or keypad.
To prevent entry of a wrong Encryption Key, enter the Encryption Key again in [Encryption Passphrase Confirmation].


Use the keyboard or keypad to enter the new encryption passphrase. You must enter the encryption passphrase twice to confirm. Press [C] to erase the encryption passphrase.
Administrator Settings > HDD Settings > HDD Encryption Setting
Encryption Passphrase
Encryption Pass-phrase Confirmation
Delete
Shift
2009/09/10 13:58
Memory 100%
Enlarge ON
Cancel
OK

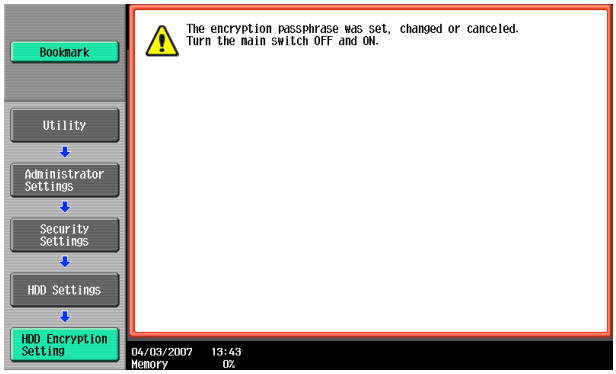
➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the HDD Settings screen.

6 Touch [OK].

➔ If the entered Encryption Key does not meet the requirements of the Password Rules, a message that tells that the entered Encryption Key cannot be used appears. Enter the correct Encryption Key. For details of the Password Rules, see page 1-8.
➔ If the entered Encryption Key does not match, a message that tells that the Encryption Key does not match appears. Enter the correct Encryption Key.

Downloaded From ManualsPrinter.com Manuals

7 Make sure that a message appears prompting you to turn OFF and then ON the main power switch. Now, turn OFF and then turn ON the main power switch.



➔ When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. if there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

8 The following screen appears after the machine has been restarted.

9 Call the Administrator Settings on the display from the control panel.

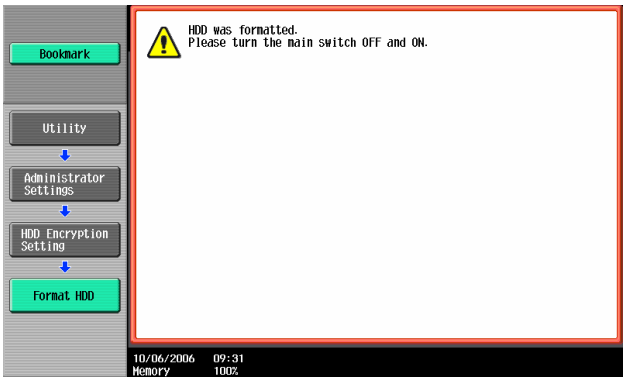
➔ For the procedure to call the Administrator Settings on the display, see page 2-2.

10 Touch [HDD Format].

Downloaded From ManualsPrinter.com Manuals

11 A confirmation message appears. Select [Yes] and touch [OK].

12 Make sure that a message appears prompting you to turn OFF and then ON the main power switch. Now, turn OFF and then turn ON the main power switch.



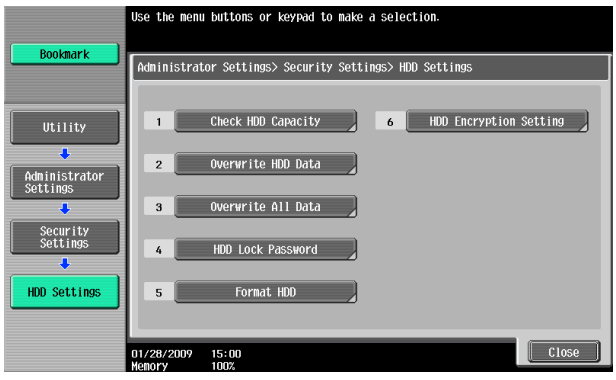
➔ When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. if there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

➔ To set the [Overwrite HDD Data], go to step 13.

13 Call the HDD Settings screen on the display from the control panel.

➔ For the procedure to call the HDD Settings screen on the display, see steps 1 and 2 of page 2-50.

14 Touch [Overwrite HDD Data].



Downloaded From ManualsPrinter.com Manuals

15 Touch [Encryption Priority] or [Overwrite Priority].

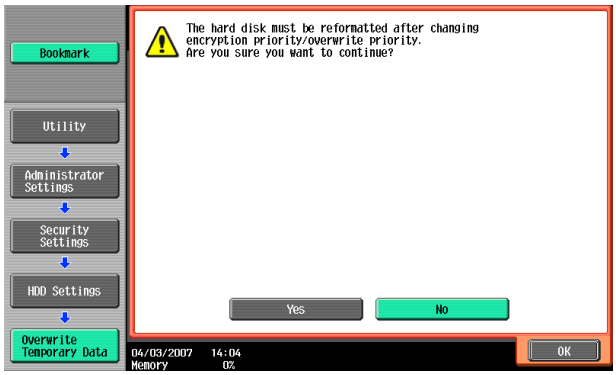
Item	Description		
[Encryption Priority]	A different data overwrite method applies from [Mode 1] or [Mode 2]. To set [Overwrite HDD Data], select [Encryption Priority].		
[Overwrite Priority]	The data overwrite method can be specified.	[Mode 1]	Overwritten with 0x00
		[Mode 2]	Overwritten with 0x00 → Overwritten with 0xff → Overwritten with letter "a" (0x61) → Verified

➔ [No] is the default setting.

16 Touch [OK].

➔ If [Encryption Priority] is switched to [Overwrite Priority], or vice versa, HDD Format must be performed after the setting change. Perform HDD Format by following the steps below.

17 A confirmation message appears. Select [Yes] and touch [OK].



Downloaded From ManualsPrinter.com Manuals

18 Make sure that a message appears prompting you to turn OFF and then ON the main power switch. Now, turn OFF and then turn ON the main power switch.

➔ When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. if there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

Downloaded From ManualsPrinter.com Manuals

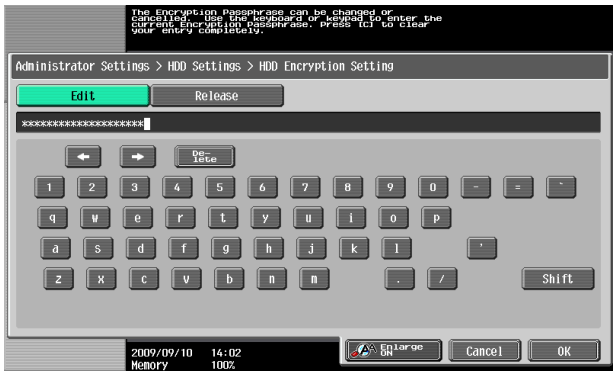
2.12.2 Changing the Encryption Key

✔ For the procedure to call the Encryption Key entry screen on the display, see steps 1 through 4 of page 2-50.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Encryption Key entry screen on the display from the control panel.

2 Enter the currently registered 20-digit Encryption Key from the keyboard or keypad.


The Encryption Passphrase can be changed or cancelled. Use the keyboard or keypad to enter the current Encryption Passphrase. Press [C] to clear your entry completely.
Administrator Settings > HDD Settings > HDD Encryption Setting
Edit
Release
Delete
Shift
2009/09/10 14:02
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.

➔ Touch [Delete] to delete the last character entered.

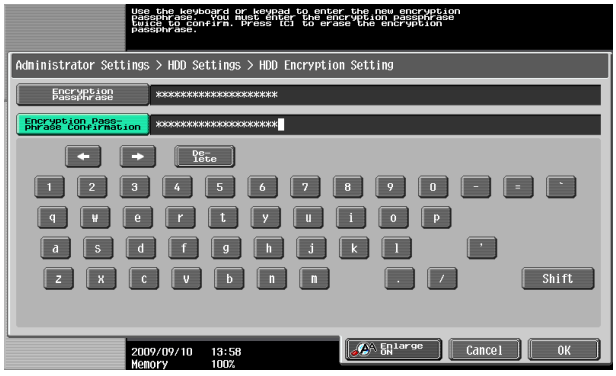
➔ Touch [Shift] to show the upper case/symbol screen.

➔ Touch [Cancel] to go back to the HDD Settings screen.

3 Select [Edit] and touch [OK].

➔ If a wrong Encryption Key is entered, a message that tells that the Encryption Key does not match appears. Enter the correct Encryption Key.

4 Enter the new 20-digit Encryption Key from the keyboard or keypad.
To prevent entry of a wrong Encryption Key, enter the Encryption Key again in [Encryption Passphrase Confirmation].


Use the keyboard or keypad to enter the new encryption passphrase. You must enter the encryption passphrase twice to confirm. Press [C] to erase the encryption passphrase.
Administrator Settings > HDD Settings > HDD Encryption Setting
Encryption Passphrase
Encryption Pass-phrase Confirmation
Delete
Shift
2009/09/10 13:58
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

➔ Touch [Cancel] to go back to the HDD Settings screen.

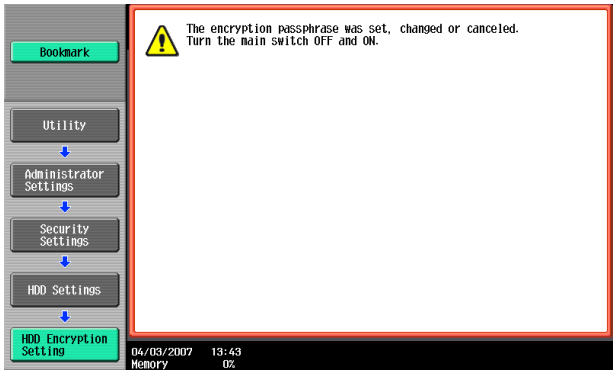
5 Touch [OK].

➔ If the entered Encryption Key does not meet the requirements of the Password Rules, a message that tells that the entered Encryption Key cannot be used appears. Enter the correct Encryption Key. For details of the Password Rules, see page 1-8.

➔ If the entered Encryption Key does not match, a message that tells that the Encryption Key does not match appears. Enter the correct Encryption Key.

Downloaded From ManualsPrinter.com Manuals

6 Make sure that a message appears prompting you to turn OFF and then ON the main power switch. Now, turn OFF and then turn ON the main power switch.



➔ When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. if there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

Downloaded From ManualsPrinter.com Manuals

2.13 Overwrite All Data Function

When access to the machine by the Administrator of the machine through the Administrator Settings from the control panel is authenticated, the machine enables setting of the operation of the Overwrite All Data function.

When the machine is to be discarded, or use of a leased machine is terminated at the end of the leasing contract, the Overwrite All Data function overwrites and erases all data stored in all spaces of the HDD. The function also resets all passwords saved in the NVRAM to factory settings, preventing leak of data. For details of items that are cleared by the Overwrite All Data function, see page 1-10.

The HDD Overwrite Method offers the choice of eight different modes, [Mode 1] through [Mode 8]. Overwrite All Data takes about less than one hour in [Mode 1] at the minimum and about 9 hours in [Mode 8] at the maximum.

Mode	Description
Mode 1	Overwrites once with 0x00.
Mode 2	Overwrites with random numbers → random numbers → 0x00.
Mode 3	Overwrites with 0x00 → 0xff → random numbers → verifies.
Mode 4	Overwrites with random numbers → 0x00 → 0xff.
Mode 5	Overwrites with 0x00 → 0xff → 0x00 → 0xff.
Mode 6	Overwrites with 0x00 → 0xff → 0x00 → 0xff → 0x00 → 0xff → random numbers.
Mode 7	Overwrites with 0x00 → 0xff → 0x00 → 0xff → 0x00 → 0xff → 0xaa.
Mode 8	Overwrites with 0x00 → 0xff → 0x00 → 0xff → 0x00 → 0xff → 0xaa → verifies.

Setting the Overwrite All Data function

✔ For the procedure to call the HDD Settings screen on the display, see steps 1 and 2 of page 2-50.

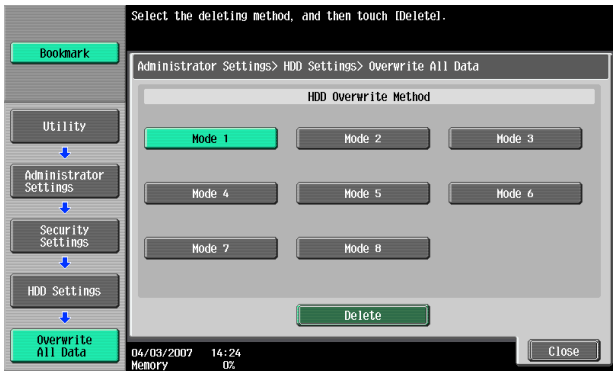
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the HDD Settings screen on the display from the control panel.

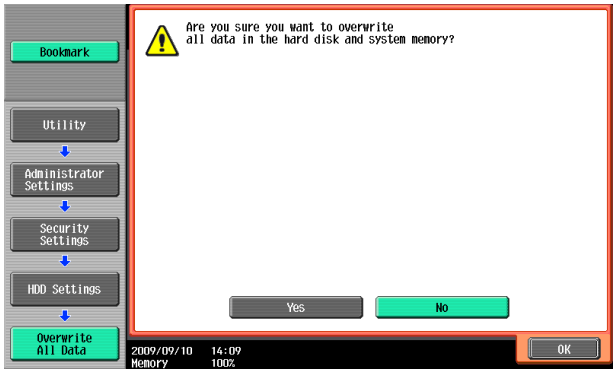
2 Touch [Overwrite All Data].

Downloaded From ManualsPrinter.com Manuals

3 Select the desired mode and touch [Delete].



4 A confirmation message appears. Select [Yes] and touch [OK].



5 Make sure that a message appears prompting you to turn OFF and then ON the main power switch. Now, turn OFF and then turn ON the main power switch.

➔ Check that all data has been overwritten and erased properly. Data is not erased properly if an error occurs during the procedure. For details, contact your Service Representative.

➔ When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. if there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

➔ After the main power switch has been turned on, quickly turn it off and give the machine to the Service Engineer. If the Overwrite All Data function is executed by mistake, contact the Service Engineer. For details, contact your Service Representative.

Downloaded From ManualsPrinter.com Manuals

2.14 SSL Setting Function

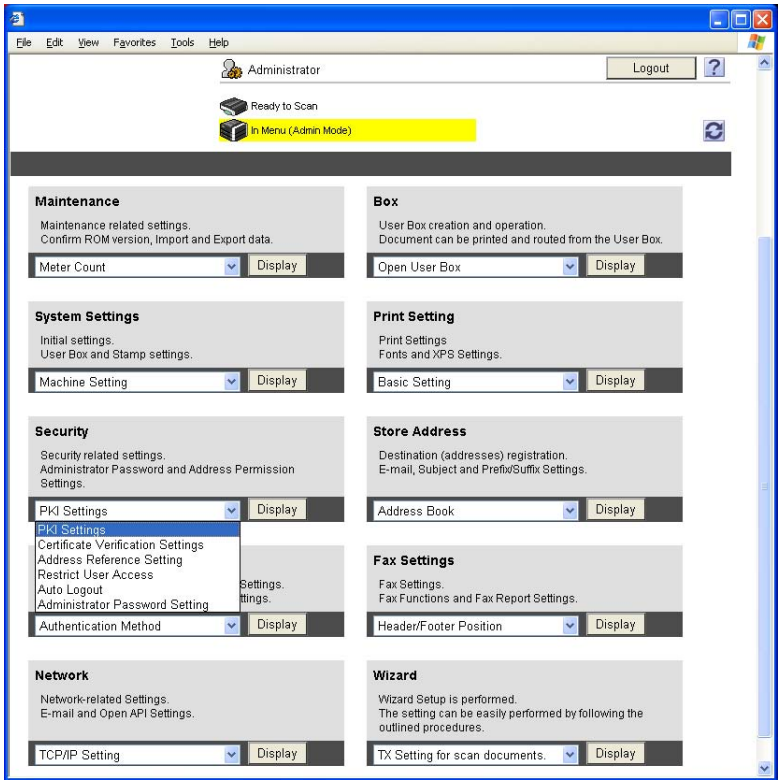
When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables the setting of encryption of image data transmitted and received between the PC and the machine.

2.14.1 Device Certificate Setting

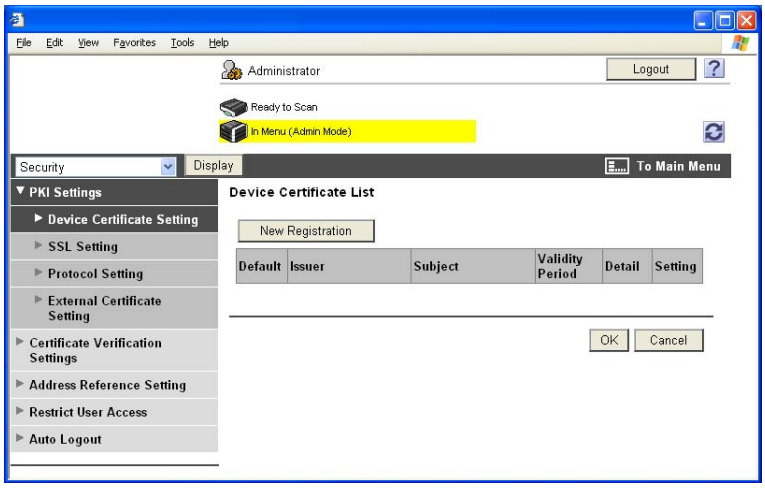
- ✔ For the procedure to access the Admin Mode, see page 2-2.
- ✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.
- ✔ The key length set for the public key of the server generated in SSL certificate setting is 1024 bits.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [PKI Settings] from the pull-down menu of Security and click [Display].

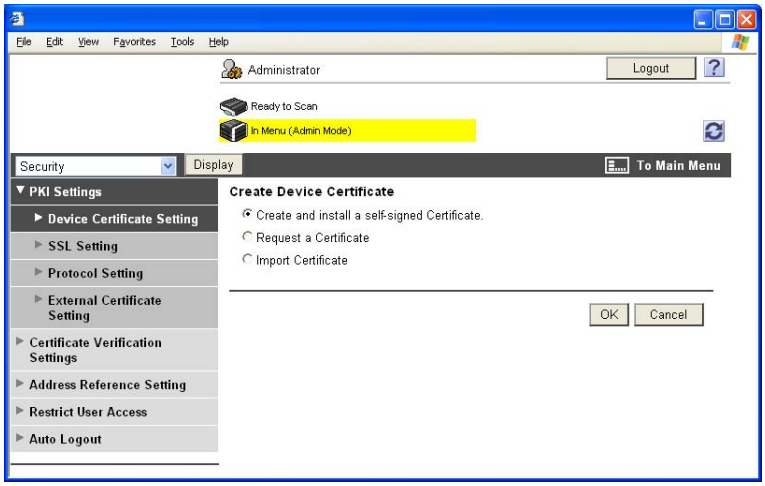


3 Click [New Registration].

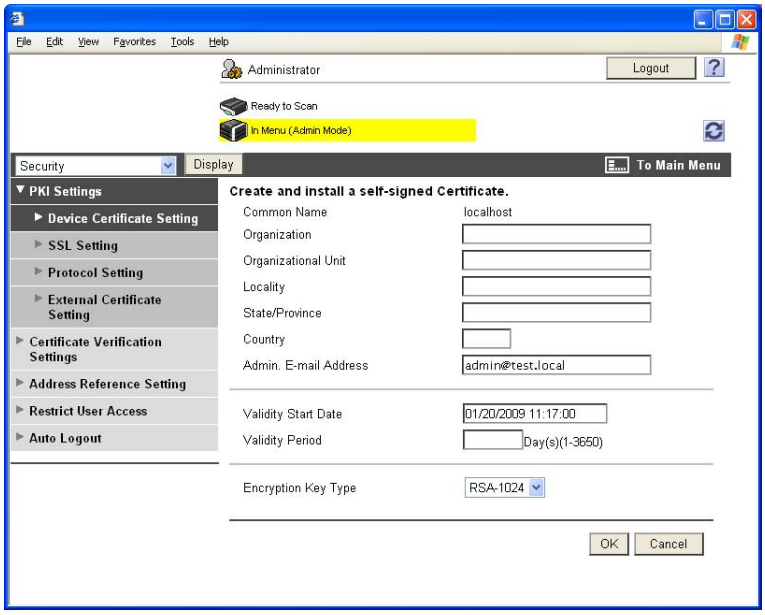


Downloaded From ManualsPrinter.com Manuals

4 Select [Create and install a self-signed Certificate] and click [OK].

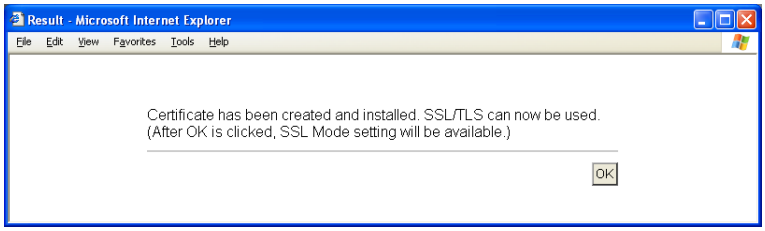


5 Make the necessary settings.



➔ If data entered for each item does not meet the requirements, a message appears that tells that the data entered is wrong.

6 Click [OK].
The certificate can now be registered.


Result - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Certificate has been created and installed. SSL/TLS can now be used.
(After OK is clicked, SSL Mode setting will be available.)
OK

Downloaded From ManualsPrinter.com Manuals

2.14.2 SSL Setting

✔ For call the PKI Settings screen on the display, see steps 1 and 2 of page 2-60.

✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

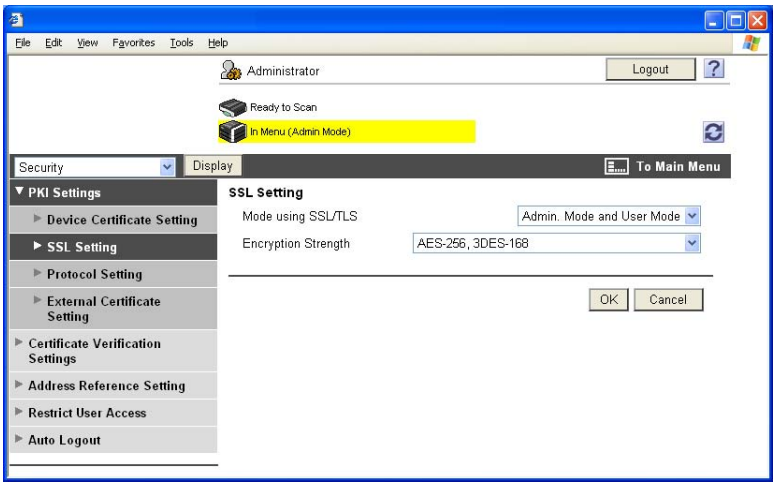
NOTICE

When making the SSL Setting, be sure to make sure in advance that the device certificate has been registered in the machine. For the procedure to register the device certificate, see page 2-60.

1 Start PageScope Web Connection and call the PKI Settings screen on the display.

2 Click [SSL Setting] from [PKI Settings] menu.

3 Set "Mode using SSL/TLS" and "Encryption Strength" and click [OK].

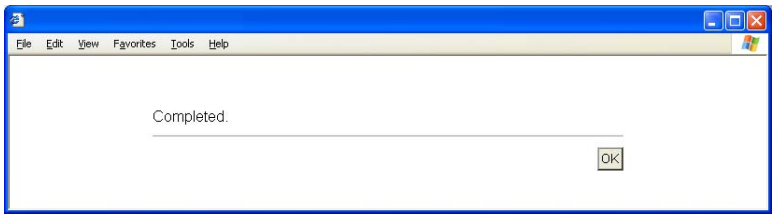


➔ Select "Admin. Mode and User Mode" for "Mode using SSL/TLS."

➔ For encryption strength, select the strong "AES-256, 3DES-168."

➔ In the Enhanced Security Mode, the setting cannot be changed to one containing strength lower than AES/3DES.

4 Click [OK].



Downloaded From ManualsPrinter.com Manuals

2.14.3 Removing a Certificate

✔ For call the PKI Settings screen on the display, see steps 1 and 2 of page 2-60.

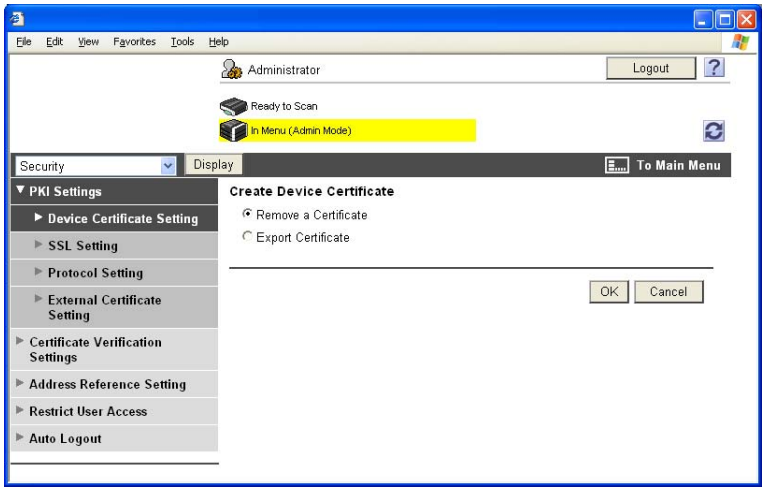
✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

✔ In the Enhanced Security Mode, no certificates can be removed.

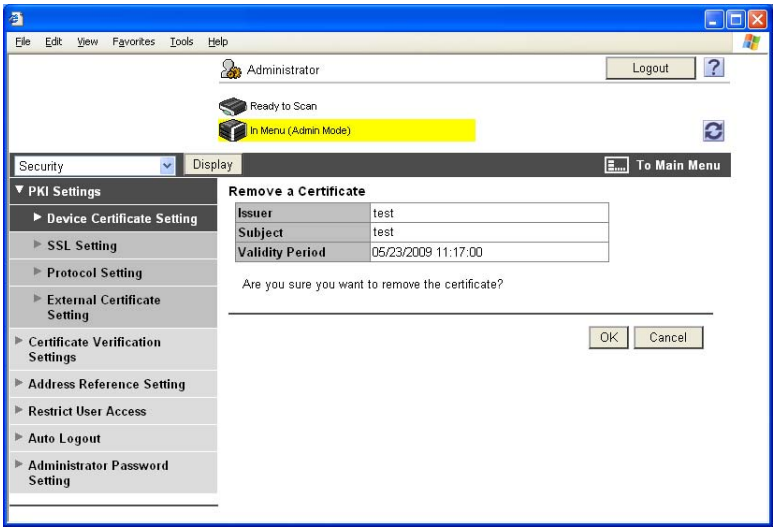
1 Start PageScope Web Connection and call the PKI Settings screen on the display.

2 Click [Setting].

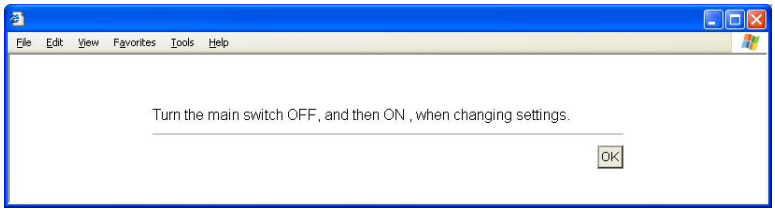
3 Select [Remove a Certificate] and click [OK].



4 Click [OK].



5 Click [OK] and restart the machine.



Downloaded From ManualsPrinter.com Manuals

2.15 S/MIME Communication Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables the setting of encryption of text of e-mail transmitted and received between the PC and the machine.

NOTICE

To send S/MIME communications, it becomes necessary to register the certificate at the destination. Set 1024 bits or more for the key length of the RSA public key for the certificate of each destination.

2.15.1 Setting the S/MIME Communication

<From the Control Panel>

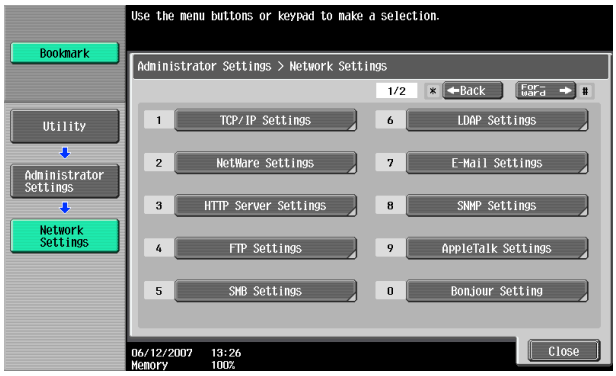
✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Administrator Settings on the display from the control panel.

2 Touch [Network Settings].

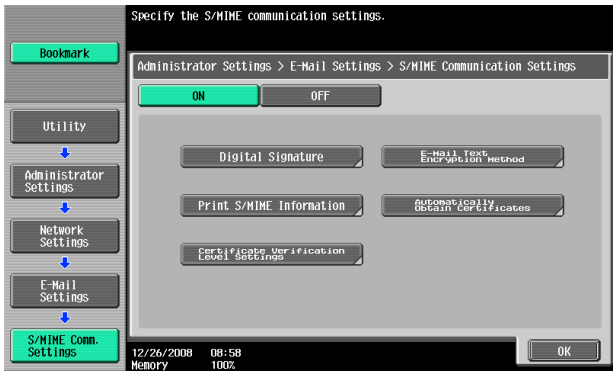
3 Touch [E-Mail Settings].



4 Touch [S/MIME Communication Settings].

Downloaded From ManualsPrinter.com Manuals

5 Select [ON] and [E-Mail Text Encryption Method].



➔ To Select [ON], the administrator's e-mail address specified in the device registration needs to correspond with the e-mail address specified at the time of certification creation.

6 Select encryption method and touch [OK].

➔ For encryption method, select the strong "3DES," "AES-128," "AES-192," or "AES-256." If the mail software being used does not support AES, encrypted mail messages may be received, but they cannot be decrypted. Use AES-compliant mail software or select the encryption method that is the strongest of all compliant with the currently used mail software.

➔ Each encryption method represents the following.
Name: encryption algorithm: encryption key length
3DES: 3 key triple DES: 168 bits
AES-128: AES: 128bit
AES-192: AES: 192bit
AES-256: AES: 256bit

➔ In the Enhanced Security Mode, the setting cannot be changed to "RC2" or "DES."

7 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

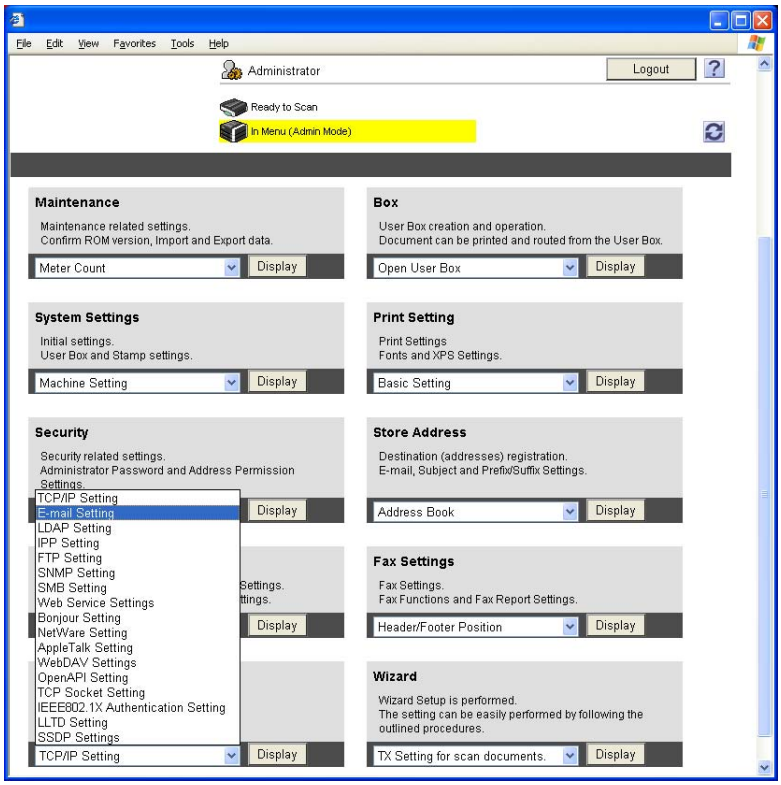
<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.

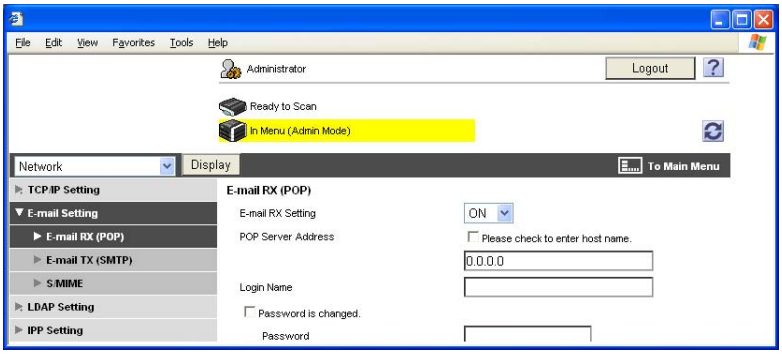
✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [E-mail Setting] from the pull-down menu of Network and click [Display].

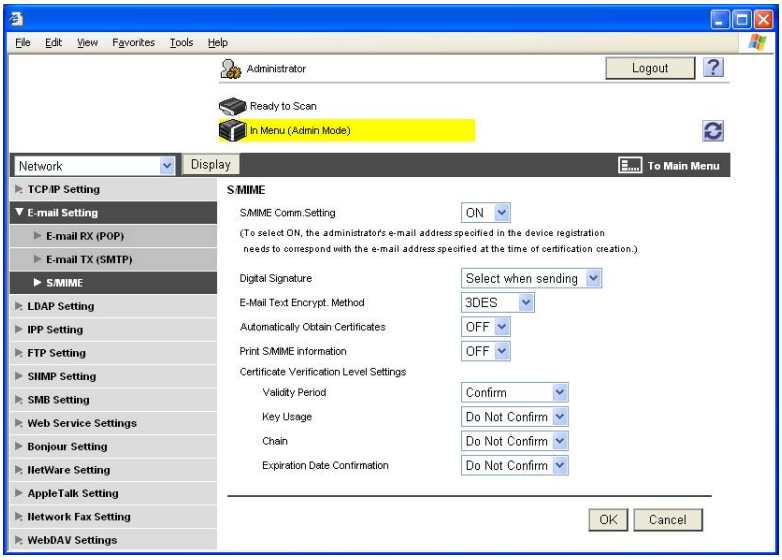


3 Click [S/MIME] from the [E-mail Setting] menu.



Downloaded From ManualsPrinter.com Manuals

4 Make the necessary settings.



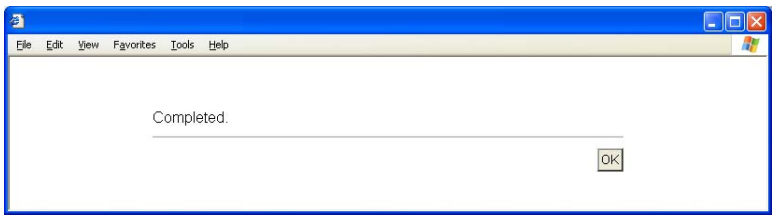
➔ For encryption method, select the strong "3DES," "AES-128," "AES-192," or "AES-256." If the mail software being used does not support AES, encrypted mail messages may be received, but they cannot be decrypted. Use AES-compliant mail software or select the encryption method that is the strongest of all compliant with the currently used mail software.

➔ Each encryption method represents the following.
Name: encryption algorithm: encryption key length
3DES: 3 key triple DES: 168 bits
AES-128: AES: 128bit
AES-192: AES: 192bit
AES-256: AES: 256bit

➔ In the Enhanced Security Mode, the setting cannot be changed to "RC2" or "DES."

5 Click [OK].

6 Click [OK].



Downloaded From ManualsPrinter.com Manuals

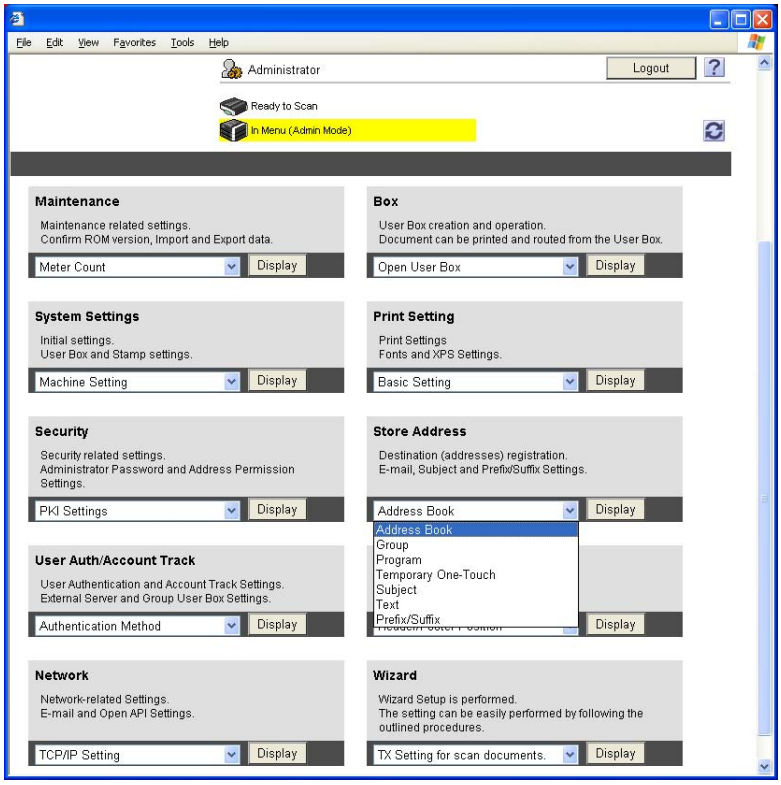
2.15.2 Registering the certificate

✔ For the procedure to access the Admin Mode, see page 2-2.

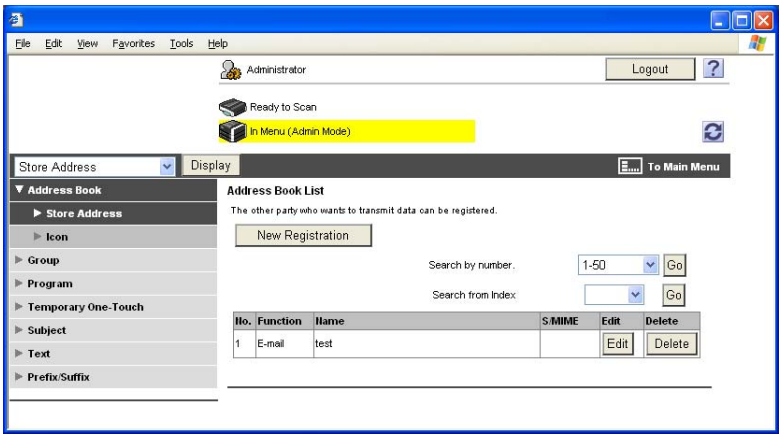
✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [Address Book] from the pull-down menu of Store Address and click [Display].



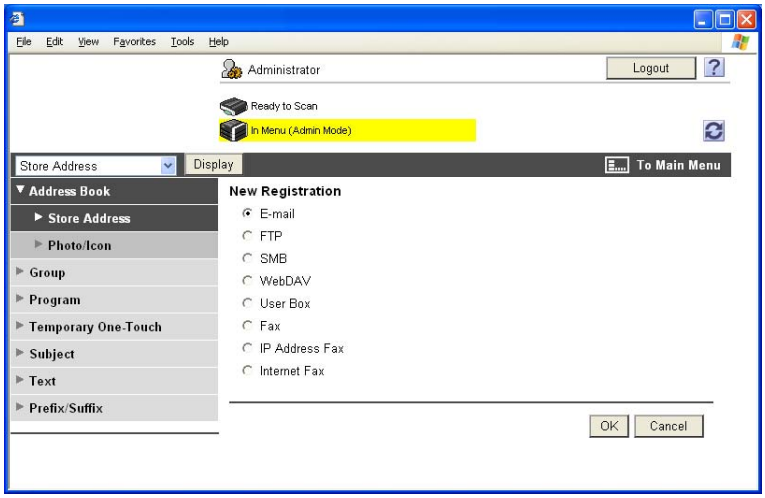
3 Click [New Registration].



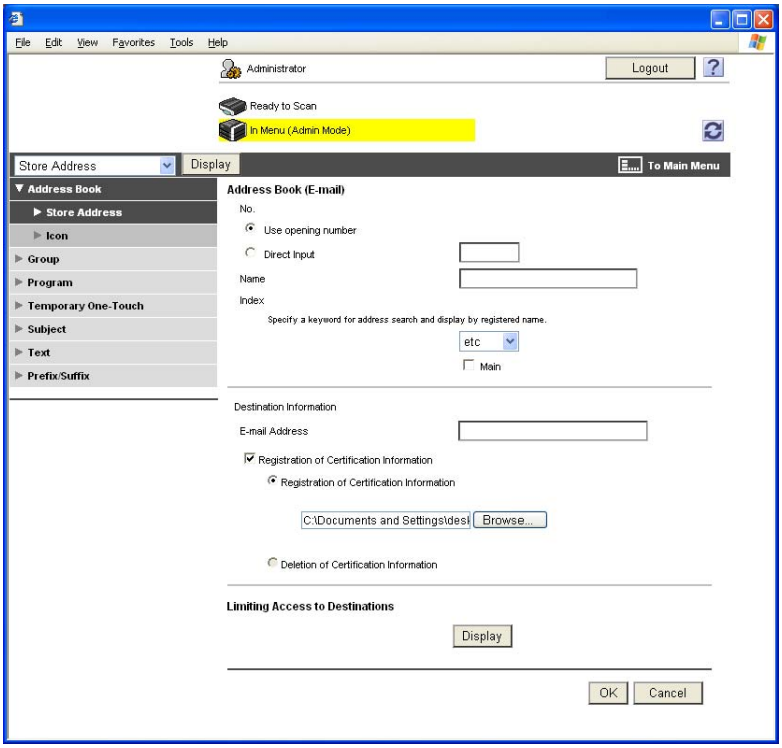
➔ To change the details of a previously registered destination, click [Edit].

Downloaded From ManualsPrinter.com Manuals

4 Select [E-mail] and click [OK].



5 Click to select the [Registration of Certification Information] check box, and through [Browse], set the certificate information. If certificate information is to be deleted, select [Deletion of Certification Information].



➔ Set 1024 bits or more for the key length of the RSA public key for the certificate of each destination.

6 Make the necessary settings.

➔ A number that already exists cannot be redundantly registered.

➔ If Name and E-mail Address have not been registered, a message appears that tells that Name and E-mail Address are yet to be entered. Enter the correct Name and E-mail Address.

7 Click [OK].

Downloaded From ManualsPrinter.com Manuals

2.16 SNMP Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables changing of the SNMP v3 Write User Password (auth-password, priv-password) required for accessing the MIB object over the network using the SNMP from the PC. In PageScope Web Connection, import/export of the Device Setting is enabled, allowing the setting for Security Level of SNMP v3 Setting to be saved or the saved backup data to be restored.

Each of the auth-password and priv-password can consist of 8 to 32 digits. The password entered for the authentication purpose appears as "*" or "●" on the display.

2.16.1 Changing the auth-password and priv-password

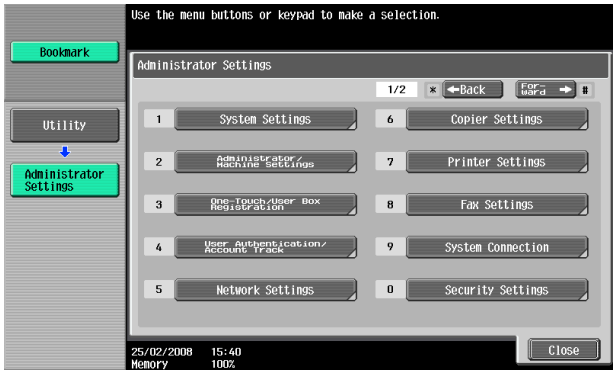
<From the Control Panel>

✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

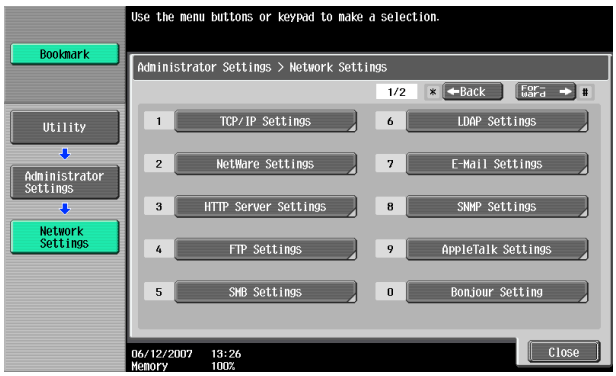
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Administrator Settings on the display from the control panel.

2 Touch [Network Settings].

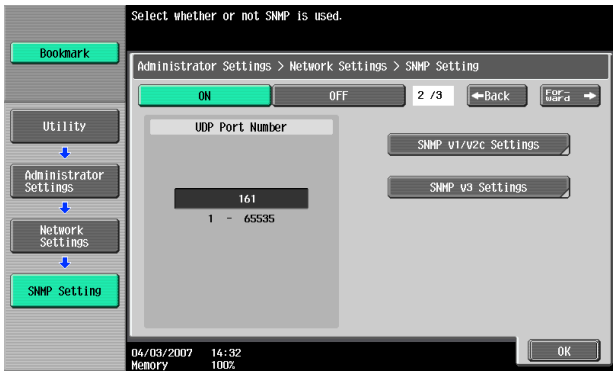


3 Touch [SNMP Settings].



Downloaded From ManualsPrinter.com Manuals

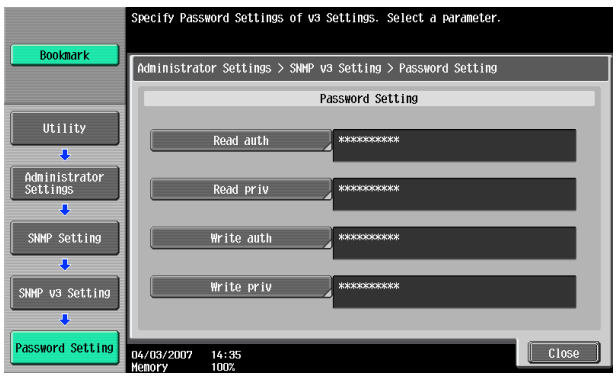
4 Touch [Forward→] to show [2/3] and touch [SNMP v3 Settings].



5 Touch [Forward→] to show [4/5] SNMPv3/Write Settings screen.

6 Select [auth-password] or [auth-password/priv-password] of Security Level and touch [Password Setting].

7 Touch [Write auth].



Downloaded From ManualsPrinter.com Manuals

➔ When a screen appears that prompts you to enter the current password, enter the MAC Address that is set in the machine. To check the MAC Address, from [Network Settings] of step 2, select [Forward] → [Detail Settings] → [Device Setting].

➔ The entry of a wrong SNMP password (auth-password, priv-password) is counted as unauthorized access, if the Enhanced Security Mode is set to [ON]. If a wrong SNMP password (auth-password, priv-password) is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the machine is set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, perform the Release Setting by the Administrator of the machine.

8 Enter the new 8-digit-or-more auth-password from the keyboard or keypad.

Enter the new write auth-password using the keyboard or keypad. To erase your entry, press the [C] key.
Administrator Settings > Password Settings > Enter Write Auth-Password
Shift
2009/09/10 14:19
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

➔ Touch [Cancel] to go back to the previous screen.

9 Touch [OK].

➔ If the entered auth-password does not meet the requirements of the Password Rules, a message that tells that the entered auth-password cannot be used appears. Enter the correct auth-password. For details of the Password Rules, see page 1-8.

10 To prevent entry of a wrong password, enter the auth-password again.

To confirm entry, enter the new write auth-password again using the keyboard or keypad. To erase your entry, press the [C] key.
Administrator Settings > Password Settings > Enter Write Auth-Password
Shift
2009/09/10 14:19
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

➔ Touch [Cancel] to go back to the previous screen.

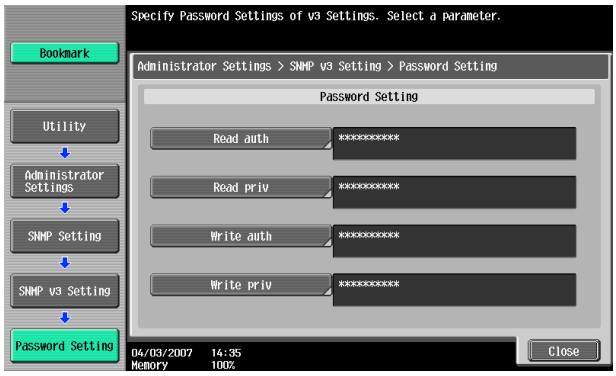
11 Touch [OK].

➔ Go to step 12 if [auth-password/priv-password] is selected in step 6.

➔ If the entered auth-password does not match, a message that tells that the auth-password does not match appears. Enter the correct auth-password.

Downloaded From ManualsPrinter.com Manuals

12 Touch [Write priv].



➔ When a screen appears that prompts you to enter the current password, enter the MAC Address that is set in the machine. To check the MAC Address, from [Network Settings] of step 2, select [Forward] → [Detail Settings] → [Device Setting].

➔ The entry of a wrong SNMP password (auth-password, priv-password) is counted as unauthorized access, if the Enhanced Security Mode is set to [ON]. If a wrong SNMP password (auth-password, priv-password) is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the machine is set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, perform the Release Setting by the Administrator of the machine.

13 Enter the new 8-digit-or-more priv-password from the keyboard or keypad.

Enter the new write priv-password using the keyboard or keypad. To erase your entry, press the [C] key.
Administrator Settings > Password Settings > Enter Write Priv-Password
Delete
Shift
2009/09/10 14:16
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

➔ Touch [Cancel] to go back to the previous screen.

14 Touch [OK].

➔ If the entered priv-password does not meet the requirements of the Password Rules, a message that tells that the entered priv-password cannot be used appears. Enter the correct priv-password. For details of the Password Rules, see page 1-8.

Downloaded From ManualsPrinter.com Manuals

15 To prevent entry of a wrong password, enter the priv-password again.

To confirm entry, enter the new write priv-password again using the keyboard or keypad. To erase your entry, press the [C] key.
Administrator Settings > Password Settings > Enter Write Priv-Password
xxxxxxxx
Delete
Shift
2009/09/10 14:16
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the previous screen.

16 Touch [OK].

➔ If the entered priv-password does not match, a message that tells that the priv-password does not match appears. Enter the correct priv-password.

17 Touch [Close] and [OK].

Downloaded From ManualsPrinter.com Manuals

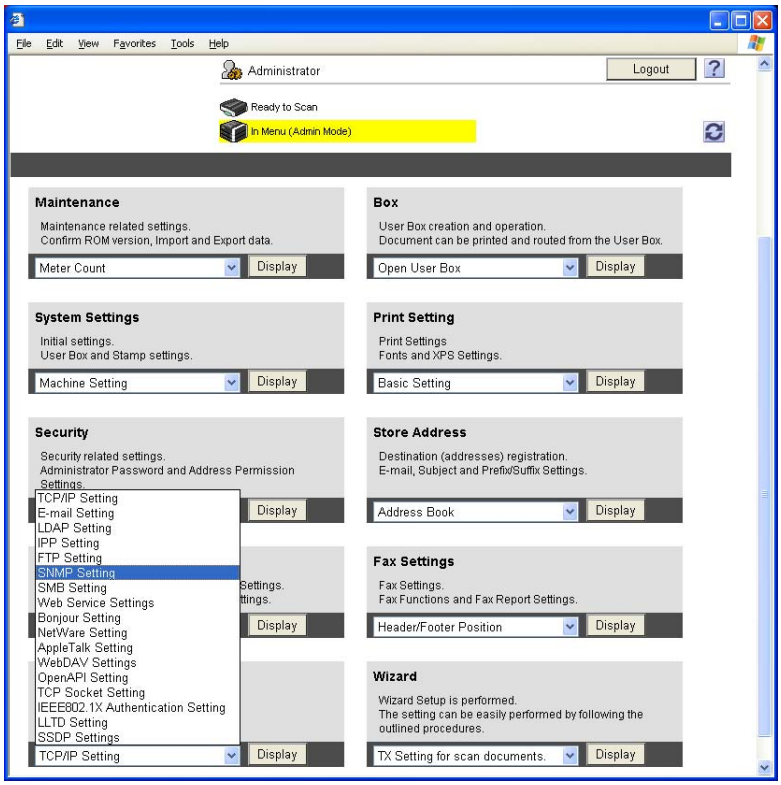
<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.

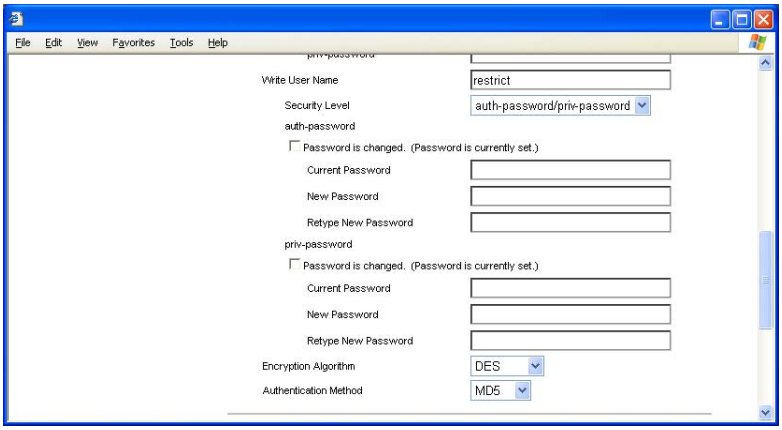
✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [SNMP Setting] from the pull-down menu of Network and click [Display].



3 Enter the auth-password and priv-password in the boxes marked by the rectangle, that is, the Write side SNMP v3 Setting.



➔ For the current password, enter the MAC Address that is set in the machine. To check the MAC Address, see step 7 of page 2-70.

➔ The entry of a wrong SNMP password (auth-password, priv-password) is counted as unauthorized access, if the Enhanced Security Mode is set to [ON]. If a wrong SNMP password (auth-password, priv-password) is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the machine is set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, perform the Release Setting by the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

4 Click [OK].

➔ If the entered auth-password or priv-password does not meet the requirements of the Password Rules, a message that tells that the entered auth-password or priv-password cannot be used appears. Enter the correct auth-password or priv-password. For details of the Password Rules, see page 1-8.

➔ If the entered auth-password or priv-password does not match, a message that tells that the auth-password or priv-password does not match appears.

Downloaded From ManualsPrinter.com Manuals

2.16.2 SNMP access authentication function

If the settings of the Administrator mode are to be changed using SNMP from the PC, the user attempting to gain access is authenticated to be the Administrator of the machine by using the Write User Name and SNMP Password (auth-password, priv-password) of the SNMP v3 Write settings made in this machine.

Operation of the network setting function and the SNMP password change function of the security control functions that can be used over the network using SNMP is granted to the Administrator who is identified by a matching SNMP password for the Write User Name.

The entry of a wrong SNMP password (auth-password, priv-password) is counted as unauthorized access, if the Enhanced Security Mode is set to [ON]. If a wrong SNMP password (auth-password, priv-password) is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the machine is set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, perform the Release Setting by the Administrator of the machine.

Reference

- If [auth-password] has been selected for Security Level, hashing is used for the authentication information (auth-password) to be transmitted. The machine allows you to select either HMAC-MD5 or HMAC-SHA1 for hashing.
- If [auth-password/priv-password] has been selected for Security Level, the authentication information (auth-password/priv-password) and data (object ID that specifies the object to be changed, value to be set, etc.) to be transmitted are used for hashing and encryption. The machine allows you to select either CBC-DES or CBC-AES for encryption.
- For accessing the MIB, use the MIB browser corresponding to the above encryption algorithm.

2.16.3 SNMP v3 setting function

The Administrator who has been authenticated through SNMP access authentication from the PC is allowed to operate the SNMP password change function.

The entry of a wrong SNMP password (auth-password, priv-password) is counted as unauthorized access, if the Enhanced Security Mode is set to [ON]. If a wrong SNMP password (auth-password, priv-password) is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the machine is set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, perform the Release Setting by the Administrator of the machine.

For the auth-password and priv-password, enter the password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

To change the setting, specify the corresponding object ID. See the table below for the setting items.

Setting Item	Object ID
Write User Name	1.3.6.1.4.1.18334.1.1.2.1.5.6.4.2.1.2.2
auth-password	1.3.6.1.4.1.18334.1.1.2.1.5.6.4.2.1.3.2
priv-password	1.3.6.1.4.1.18334.1.1.2.1.5.6.4.2.1.4.2
Security Level	1.3.6.1.4.1.18334.1.1.2.1.5.6.4.2.1.5.2

Downloaded From ManualsPrinter.com Manuals

2.16.4 SNMP network setting function

The Administrator who has been authenticated through SNMP access authentication from the PC is allowed to operate the network setting function. To change the setting, specify the corresponding object ID. See the table below for the setting items.

Setting Item		Object ID
IP address setting	IP Address	1.3.6.1.4.1.18334.1.1.2.1.5.7.1.1.1.3.1
	BOOT Protocol use setting	1.3.6.1.4.1.18334.1.1.2.1.5.7.1.1.1.6.1
	BOOT Protocol Type	1.3.6.1.4.1.18334.1.1.2.1.5.7.1.1.1.7.1
DNS server address setting		1.3.6.1.4.1.18334.1.1.2.1.5.7.1.2.1.3.1.1
SMTP server address setting		1.3.6.1.4.1.18334.1.1.2.1.5.7.13.1.1.3.1
NetWare setting	Print Server Name	1.3.6.1.4.1.18334.1.1.2.1.5.8.3.1.3.1.1
	Printer Name	1.3.6.1.4.1.18334.1.1.2.1.5.8.5.1.3.1.1
AppleTalk Printer Name Setting		1.3.6.1.4.1.18334.1.1.2.1.5.9.2.1.3.1.1
NetBIOS setting		1.3.6.1.4.1.18334.1.1.2.1.5.10.1.1.4.1

Downloaded From ManualsPrinter.com Manuals

2.17 WebDAV Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables setting of the WebDAV Server Password. The Administrator of the machine can gain access to the WebDAV Server over the network by using the WebDAV Server Password. WebDAV Server Password may consist of 8 digits. The password entered for the authentication purpose appears as "*" or "●" on the display.

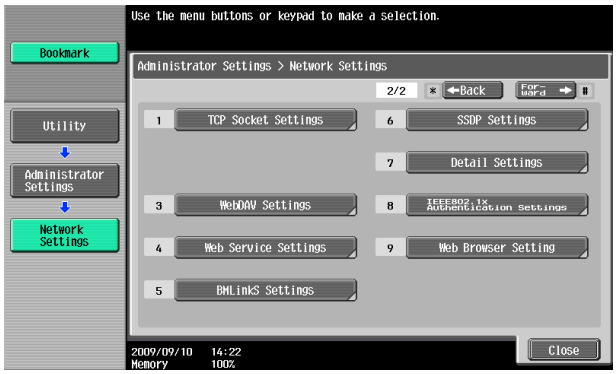
Setting the WebDAV Server Password

<From the Control Panel>

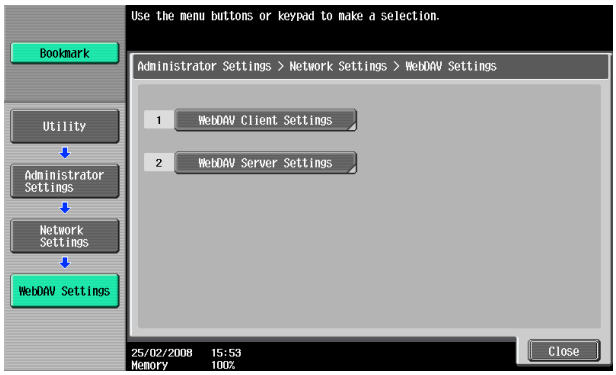
- ✔ For the procedure to call the Network Settings screen on the display, see steps 1 and 2 of page 2-70.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.
- ✔ Unauthorized access could result if the WebDAV Server Password required for accessing the WebDAV Server is incorrectly set. The Administrator of the machine should therefore make sure to set the appropriate password and control its operation so that the password is not leaked.
- ✔ The entry of a wrong WebDAV Server password is counted as unauthorized access, if the Enhanced Security Mode is set to [ON]. If a wrong WebDAV Server password is entered a predetermined number of times (twice, four times, or six times) or more set by the Administrator of the machine, the machine is set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, perform the Release Setting by the Administrator of the machine.

1 Call the Network Settings screen on the display from the control panel.

2 Touch [Forward→] and touch [WebDAV Settings].

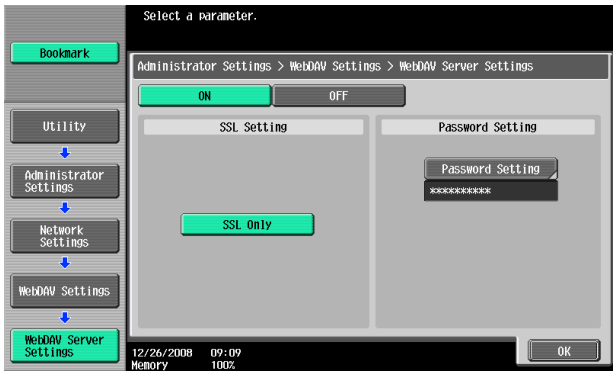


3 Touch [WebDAV Server Settings].

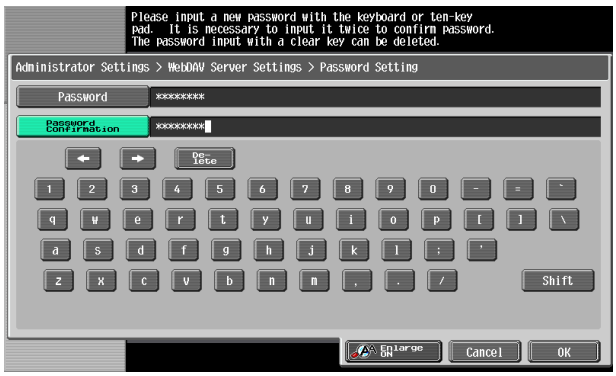


Downloaded From ManualsPrinter.com Manuals

4 Select [ON] and touch [Password Setting].



5 Enter the new WebDAV Server Password from the keyboard or keypad.
To prevent entry of a wrong password, enter the password again in [Password Confirmation].


Please input a new password with the keyboard or ten-key pad. It is necessary to input it twice to confirm password. The password input with a clear key can be deleted.
Administrator Settings > WebDAV Server Settings > Password Setting
Password
xxxxxxxx
Password Confirmation
xxxxxxxx
Delete
Shift
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 4.

6 Touch [OK].

➔ If the entered WebDAV Server Password does not meet the requirements of the Password Rules, a message that tells that the entered WebDAV Server Password cannot be used appears. Enter the correct WebDAV Server Password. For details of the Password Rules, see page 1-8.
➔ If the entered WebDAV Server Password does not match, a message that tells that the WebDAV Server Password does not match appears. Enter the correct WebDAV Server Password.

Downloaded From ManualsPrinter.com Manuals

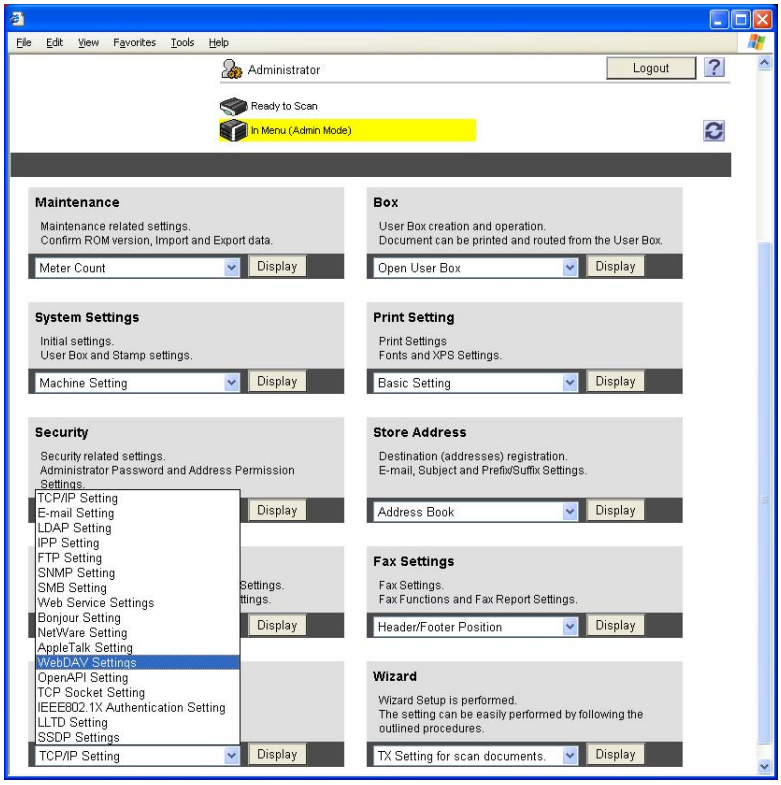
<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.

✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

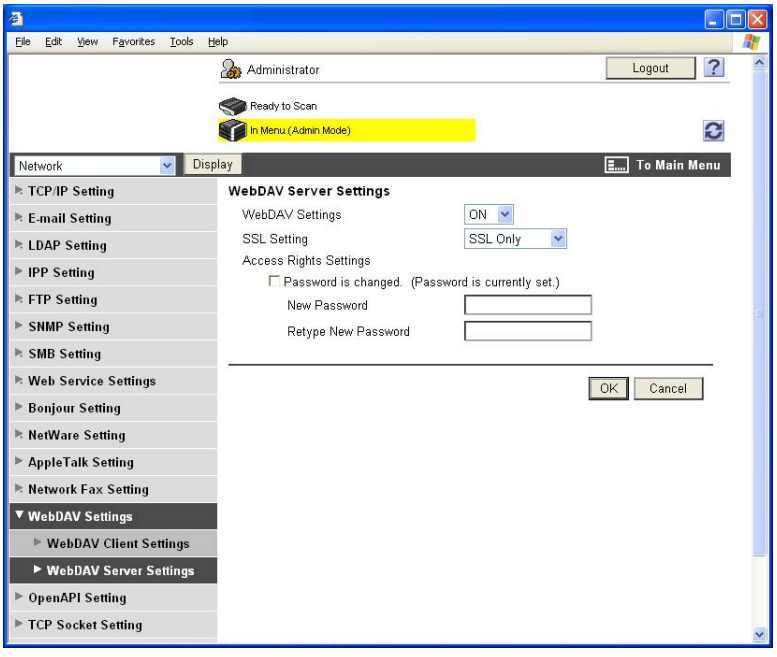
2 Select [WebDAV Settings] from the pull-down menu of Network and click [Display].



3 Click [WebDAV Server Settings] from the [WebDAV Settings] menu.

4 Click the pull-down menu of WebDAV Settings and select [ON].

5 Click the [Password is changed] check box and enter the WebDAV Server Password.



Downloaded From ManualsPrinter.com Manuals

6 Click [OK].

➔ If the entered WebDAV Server Password does not meet the requirements of the Password Rules, a message that tells that the entered WebDAV Server Password cannot be used appears. Enter the correct WebDAV Server Password. For details of the Password Rules, see page 1-8.

➔ If the entered WebDAV Server Password does not match, a message that tells that the WebDAV Server Password does not match appears. Enter the correct WebDAV Server Password.

7 Check the message that tells that the setting has been completed. Then, click [OK].

Downloaded From ManualsPrinter.com Manuals

2.18 PC-Fax RX Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables setting of the operation of the PC-Fax RX Setting Function. This function enables received fax documents to be saved in user boxes on the hard disk installed in the machine. Memory RX User Boxes or any other user boxes specified are used as saving destination user boxes.

NOTICE

If the PC-Fax RX Setting is made, the TSI User Box Setting function cannot be used.

PC-Fax RX Setting

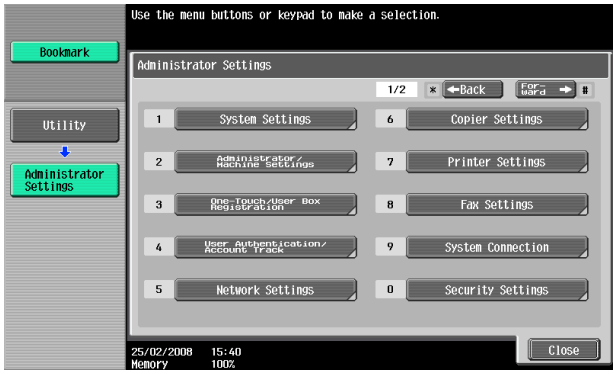
<From the Control Panel>

✔ For the procedure to call the Administrator Settings on the display, see page 2-2.

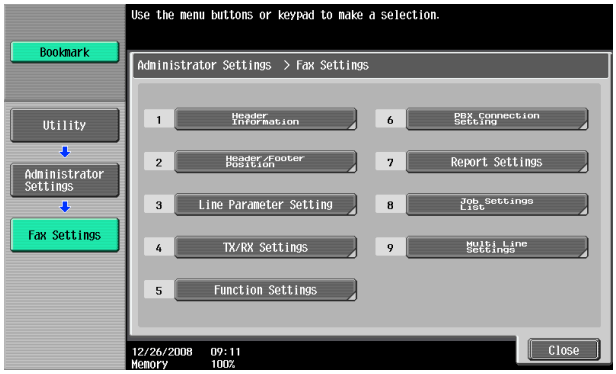
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Administrator Settings on the display from the control panel.

2 Touch [Fax Settings].

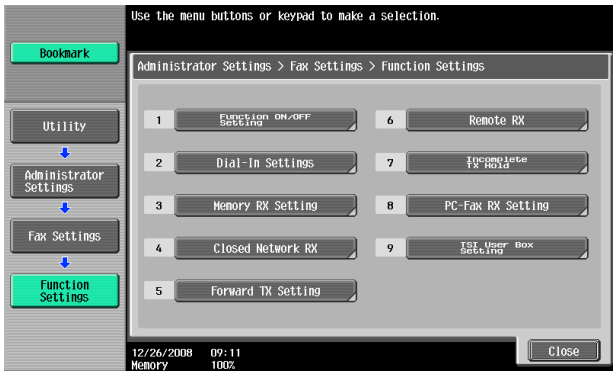


3 Touch [Function Settings].

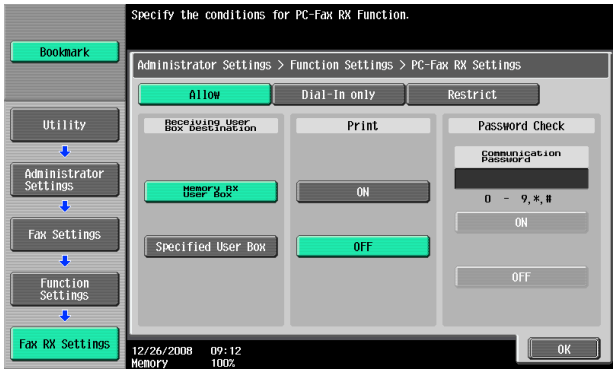


Downloaded From ManualsPrinter.com Manuals

4 Touch [PC-Fax RX Setting].



5 Make the necessary settings.



➔ When [Specified User Box] is selected, the data is stored at the box whose number is assigned with F code Sub address.

➔ When Dial-in is set ON, [Dial-In only] appears after [Allow]. PC-FAX receiving setting can be made only when the data is received with dial-in number.

➔ FAX input data is saved to the box as TIFF.

➔ When a user deleted [Specified User Box] specified at Receiving User Box Destination, the received data will be saved at print or forced memory inbox according to the conditions set for FAX receiving. Also when a new box is assigned with the same box number after [Specified User Box] specified at Receiving User Box Destination is deleted, the data will be saved at the newly assigned inbox, therefore you should be careful with the number assigned.

6 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

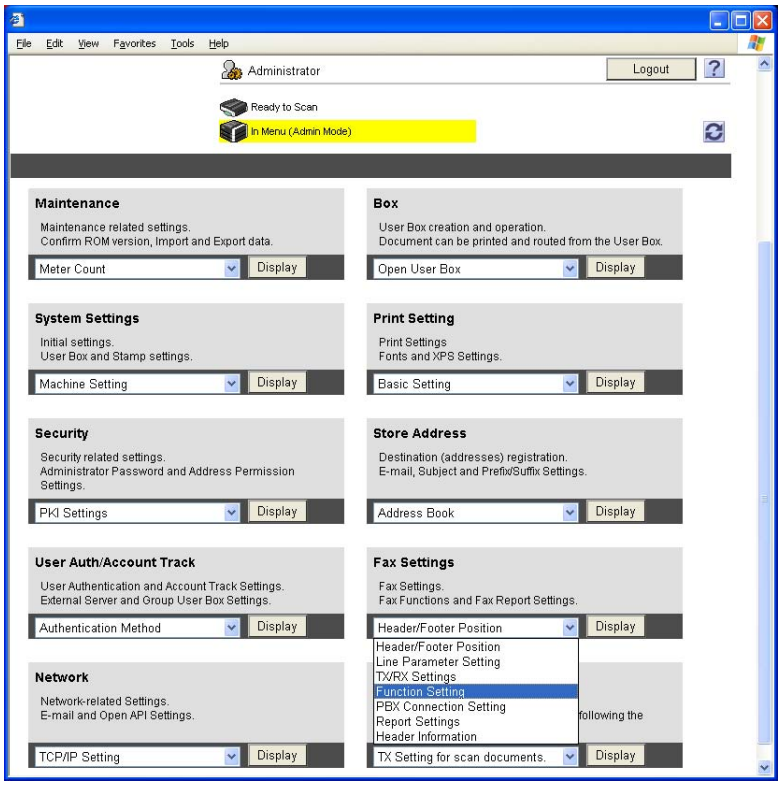
<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.

✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

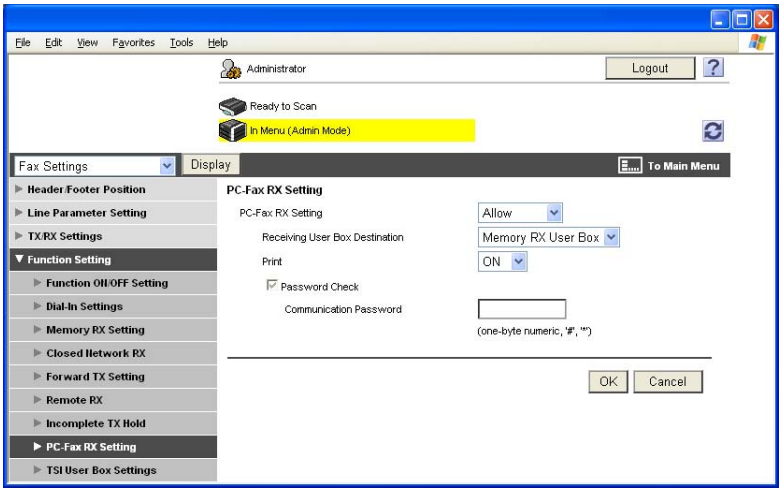
1 Start PageScope Web Connection and access the Admin Mode.

2 Select [Function Setting] from the pull-down menu of Fax Settings and click [Display].



3 Click [PC-Fax RX Setting] from the [Function Setting] menu.

4 Click the pull-down menu of PC-Fax RX Setting and select [Allow].



5 Make the necessary settings.

6 Click [OK].

7 Check the message that tells that the setting has been completed. Then, click [OK].

Downloaded From ManualsPrinter.com Manuals

2.19 TSI User Box Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables setting of the operation of the TSI User Box Setting Function. This function automatically sorts documents received with fax IDs (TSIs) of the transmitters into other devices or boxes of the machine set up for each transmitter.

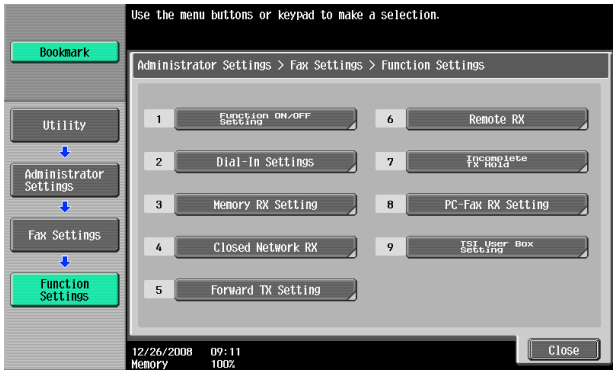
TSI User Box Setting

<From the Control Panel>

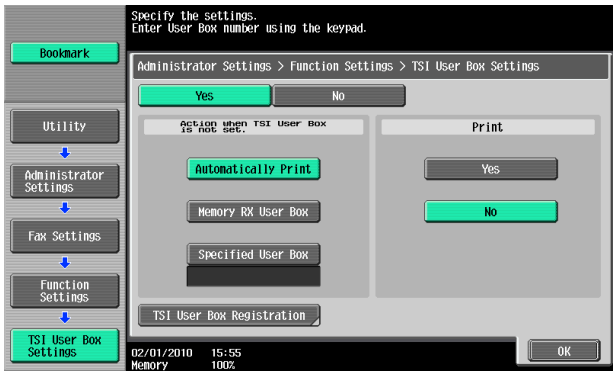
- ✔ For the procedure to call the Function Setting screen on the display, see page 2-83.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.
- ✔ When saving high confidential document, do not make box save via FAX.

1 Call the Function Setting screen on the display from the control panel.

2 Touch [TSI User Box Setting].



3 Select [Yes] and touch [TSI User Box Registration].



Downloaded From ManualsPrinter.com Manuals

4 Select the number to be set and touch [Edit].

➔ You can register up to 128 where the received data is distributed.

➔ To delete the registered one, select the number and press [Delete].

5 Make the necessary settings.

➔ Confidential inbox or terminal box cannot be set as the distribution target.

➔ When [Box] specified to save TSI is not available, the data will be saved at print or forced memory inbox according to the condition set for [Action when TSI User Box is not set]. Also when a new box is assigned with the same box number after [Box] set for the TSI is deleted, the data will be stored at the newly assigned inbox, therefore you should be careful with the number assigned.

6 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

<From PageScope Web Connection>

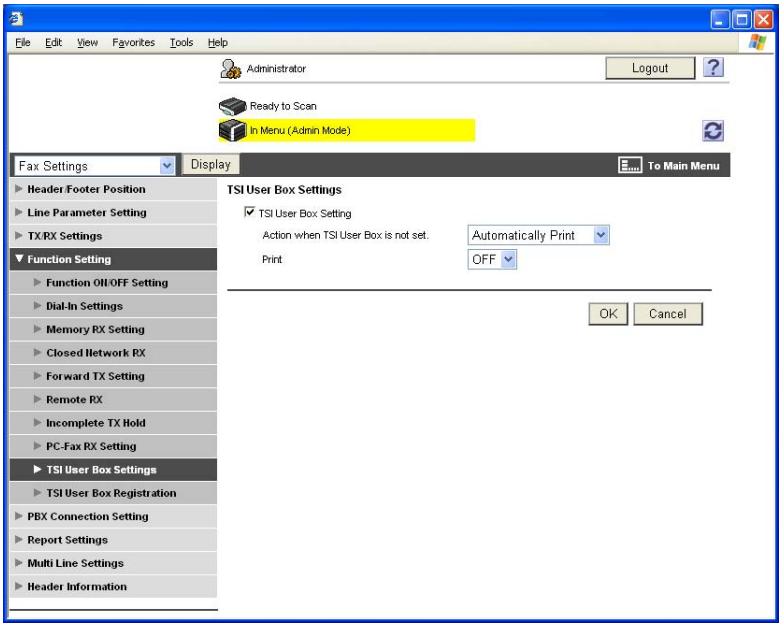
✔ For the procedure to access the Function Setting screen on the display, see steps 1 and 2 of page 2-83.

✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start the PageScope Web Connection and call the Function Setting screen on the display.

2 Click [TSI User Box Setting] from the [Function Setting] menu.

3 Click the [TSI User Box Setting] check box.



4 Make the necessary settings.

5 Click [OK].

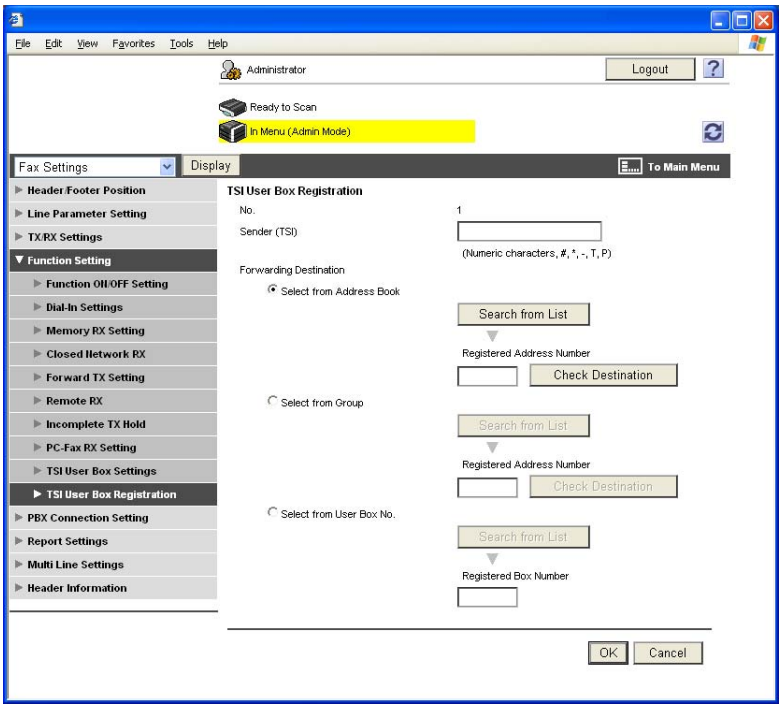
6 Check the message that tells that the setting has been completed. Then, click [OK].

7 Click [TSI User Box Registration] from the [Function Setting] menu.

8 Click [Create].

Downloaded From ManualsPrinter.com Manuals

9 Make the necessary settings.



10 Click [OK].

11 Check the message that tells that the setting has been completed. Then, click [OK].

Downloaded From ManualsPrinter.com Manuals

2.20 TCP/IP Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables setting of the IP Address and registration of the DNS Server.

2.20.1 Setting the IP Address

<From the Control Panel>

✔ For the procedure to call the Network Settings screen on the display, see steps 1 and 2 of page 2-70.
✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Network Settings screen on the display from the control panel.

2 Touch [TCP/IP Settings].

3 Touch [IPv4 Settings].

4 Touch [Manual Input].

5 Select [IP Address] and set the IP Address.

➔ If [Auto Input] is selected for IP Application Method in step 4, select the means of acquiring the IP Address automatically from among DHCP Settings, BOOTP Settings, ARP/PING Settings, AUTO IP Settings, and the like.

6 Touch [OK].

<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.
✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [TCP/IP Setting] from the pull-down menu of Network and click [Display].

3 Select [Manual Setting] from the IP Address Setting Method pull-down menu.

4 Enter the IP Address in the "IP Address" box.

➔ If [Auto Setting] is selected from the IP Address Setting Method pull-down menu in step 3, select the means with which to acquire the IP Address automatically, including DHCP, BOOTP, ARP/PING, and AUTO IP setting, and click the check box.

5 Click [OK].

Downloaded From ManualsPrinter.com Manuals

2.20.2 Registering the DNS Server

<From the Control Panel>

✔ For the procedure to call the TCP/IP settings screen on the display, see steps 1 through 3 of page 2-90.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the TCP/IP Settings screen on the display from the control panel.

2 Make the necessary settings for the DNS Server.

➔ If [Enable] is selected from the DNS Server Auto Obtain and DNS Domain Name Auto Retrieval, the DNS Server Address and DNS Domain Name are automatically acquired.

3 Touch [OK].

<From PageScope Web Connection>

✔ For the procedure to access the TCP/IP Setting screen on the display, see steps 1 and 2 of page 2-90.

✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start the PageScope Web Connection and call the TCP/IP Setting screen on the display.

2 Enter the address in the DNS Server box.

➔ If [Enable] is selected from the DNS Server Auto Obtain and DNS Domain Auto Obtain pull-down menus, the DNS Server Address and DNS Domain Name are automatically acquired.

3 Make the necessary settings.

4 Click [OK].

Downloaded From ManualsPrinter.com Manuals

2.21 NetWare Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables registration as the Print Server.

Making the NetWare Setting

<From the Control Panel>

- ✔ For the procedure to call the Network Settings screen on the display, see steps 1 and 2 of page 2-70.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1. Call the Network Settings screen on the display from the control panel.
2. Touch [NetWare Settings].
3. Make the necessary settings.
4. Touch [OK].

<From PageScope Web Connection>

- ✔ For the procedure to access the Admin Mode, see page 2-2.
- ✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1. Start PageScope Web Connection and access the Admin Mode.
2. Select [NetWare Setting] from the pull-down menu of Network and click [Display].
3. Make the necessary settings.
4. Click [OK].

Downloaded From ManualsPrinter.com Manuals

2.22 SMB Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables setting of the NetBIOS Name.

Setting the NetBIOS Name

<From the Control Panel>

✔ For the procedure to call the Network Settings screen on the display, see steps 1 and 2 of page 2-70.

✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1 Call the Network Settings screen on the display from the control panel.

2 Touch [SMB Settings].

3 Touch [Print Settings].

4 Touch [NetBIOS Name].

5 Enter the NetBIOS Name.

6 Touch [OK].

7 Touch [OK].

<From PageScope Web Connection>

✔ For the procedure to access the Admin Mode, see page 2-2.

✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1 Start PageScope Web Connection and access the Admin Mode.

2 Select [SMB Setting] from the pull-down menu of Network and click [Display].

3 Click [Print Setting] from the [SMB Setting] menu.

4 Enter the NetBIOS Name in the "NetBIOS Name" box.

5 Click [OK].

Downloaded From ManualsPrinter.com Manuals

2.23 AppleTalk Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables making of the AppleTalk Settings.

Making the AppleTalk Setting

<From the Control Panel>

- ✔ For the procedure to call the Network Settings screen on the display, see steps 1 and 2 of page 2-70.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1. Call the Network Settings screen on the display from the control panel.
2. Touch [AppleTalk Settings].
3. Make the necessary settings.
4. Touch [OK].

<From PageScope Web Connection>

- ✔ For the procedure to access the Admin Mode, see page 2-2.
- ✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1. Start PageScope Web Connection and access the Admin Mode.
2. Select [AppleTalk Setting] from the pull-down menu of Network and click [Display].
3. Make the necessary settings.
4. Click [OK].

Downloaded From ManualsPrinter.com Manuals

2.24 E-Mail Setting Function

When access to the machine by the Administrator of the machine through the Administrator Settings is authenticated, the machine enables setting of the SMTP Server (E-Mail Server).

Setting the SMTP Server (E-Mail Server)

<From the Control Panel>

- ✔ For the procedure to call the Network Settings screen on the display, see steps 1 and 2 of page 2-70.
- ✔ Do not leave the machine with the setting screen of Administrator Settings left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Administrator Settings.

1. Call the Network Settings screen on the display from the control panel.
2. Touch [E-Mail Settings].
3. Touch [E-Mail TX (SMTP)].
4. Make the necessary settings.
5. Touch [OK].

<From PageScope Web Connection>

- ✔ For the procedure to access the Admin Mode, see page 2-2.
- ✔ Do not leave the machine with the Admin Mode setting screen left shown on the display. If it is absolutely necessary to leave the machine, be sure first to log off from the Admin Mode.

1. Start PageScope Web Connection and access the Admin Mode.
2. Select [E-mail Setting] from the pull-down menu of Network and click [Display].
3. Click [E-mail TX (SMTP)] from the [E-mail Setting] menu.
4. Make the necessary settings.
5. Click [OK].

Downloaded From ManualsPrinter.com Manuals

3 User Operations

Downloaded From ManualsPrinter.com Manuals

3 User Operations

3.1 User Authentication Function

When [ON (MFP)] or [ON (External Server)] (Active Directory) is set for Authentication Method of the Administrator Settings, the User Authentication function implements authentication of the user of this machine before he or she actually uses it through the User Password that consists of 8 to 64 digits. During the authentication procedure, the User Password entered for the authentication purpose appears as "*" or "●" on the display.

After authentication by a user is successful using the User Name and Password entered from the control panel with the ID & Print Setting function set in the machine, the user can automatically print his or her print data saved in the ID & Print User Box. Because printing occurs after user authentication is performed via the control panel of this machine, it is suitable for printing highly confidential documents.

When the Enhanced Security Mode is set to [ON], the number of times in which authentication fails is counted.

NOTICE

If [ON (MFP)] is set for the authentication method and [Pause] is set for a user or account by the Administrator of the machine, that particular user or account cannot log onto the machine. For details, contact the Administrator of the machine.

3.1.1 Performing user authentication

<From the Control Panel>

- ✔ Save the ID & Print Document through the printer driver on the PC side. As in the ordinary user authentication procedure, enter the User Name and User Password in the printer driver on the PC side and then specify [ID & Print]. The password entered is displayed as "*." If the User Password does not correspond to the User Name entered, the ID & Print Document is discarded without being saved. Entry of a wrong User Password is counted as unauthorized access. If a wrong User Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the subsequent authentication operation is an access lock state and it is not possible to transmit the print job. As a result, the access lock state disables user authentication attempts from the control panel or PageScope Web Connection. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.
- ✔ Before operating the machine, the user him/herself should change the User Password from that registered by the Administrator of the machine. For details of changing the User Password, see page 3-12. For details of User Name and User Password, ask the Administrator of the machine.
- ✔ If the User Password is changed by the Administrator of the machine during operation of this machine, the user him/herself should immediately change the User Password.
- ✔ Make absolutely sure that your User Password is not known by any other users.
- ✔ Do not leave the machine while you are in the user (account) operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user (account) operation mode.
- ✔ If any User Name not registered with this machine is authenticated through User Authentication when [ON (External Server)] (Active Directory) is set for Authentication Method, the User Name is automatically registered with this machine.

Downloaded From ManualsPrinter.com Manuals

1 Touch [User Name].

➔ The following screen appears if any document is stored in the ID & Print User Box.

➔ The following screen appears if [ID & Print] is selected on the printer driver side and documents are stored in the ID & Print User Box even with the ID & Print Setting function not set in the machine.

➔ The following screen appears if the ID & Print Setting function is set in the machine, because documents are stored in the ID & Print User Box even if [Print] is selected on the printer driver side.

2 Enter the User Name from the keyboard or keypad.

➔ Press the [C] or touch [Undo] to clear the value entered.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

3 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

4 Touch [Password].

5 Enter the 8-to-64-digit User Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 4.

6 Touch [OK].

7 Press [Access] or touch [Login]. If a document is stored in the ID & Print User Box, select the desired login method.

Login Method	Description
[Begin Printing]	Prints only the ID & Print Document of the corresponding user. The user operation mode screen is not called to the screen.
[Print & Login]	The user operation mode screen is called to the screen after the ID & Print Document of the corresponding user is printed.
[Access] or [Login]	If [Access] or [Login] is selected, only the ordinary login procedure is applicable and no ID & Print Documents are printed.

➔ If a wrong User Name is entered, a message that tells that the authentication has failed appears. Enter the correct User Name.
➔ If a wrong User Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Password.
➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Password is counted as unauthorized access. If a wrong User Password for the corresponding User Name entered is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.
➔ If there are two ore more ID & Print Documents are involved, all of them will be printed. To select and print only a desired document, select [Access] or [Login] and select the desired document from

Downloaded From ManualsPrinter.com Manuals

those in the ID & Print User Box. For the detailed procedure to access the ID & Print Document, see page 3-10.

➔ Go to step 15 if User Authentication only has been set, or "Synchronize" has been set for Synchronize User Authentication & Account Track.

8 Touch [Account Name].

9 Enter the Account Name from the keyboard or keypad.

➔ Press the [C] or touch [Undo] to clear the value entered.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

10 Touch [OK].

11 Touch [Password].

Downloaded From ManualsPrinter.com Manuals

12 Enter the 8-digit Account Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 11.

13 Touch [OK].

14 Press [Access] or touch [Login]. If documents are stored in the ID & Print User Box, the login method selected in step 7 will appear. Select the login method displayed on the screen.

➔ If a wrong Account Name is entered, a message that tells that the authentication has failed appears. Enter the correct Account Name.
➔ If a wrong Account Password is entered, a message that tells that the authentication has failed appears. Enter the correct Account Password.
➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong Account Password is counted as unauthorized access. If a wrong Account Password for the corresponding Account Name entered is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

15 Pressing the [Access] key will show the following screen.
To log off, select [Log off].

Downloaded From ManualsPrinter.com Manuals

➔ The following screen appears if Account Track has been set.

Downloaded From ManualsPrinter.com Manuals

<From PageScope Web Connection>

✔ Do not leave the machine while you are in the user (account) operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user (account) operation mode.

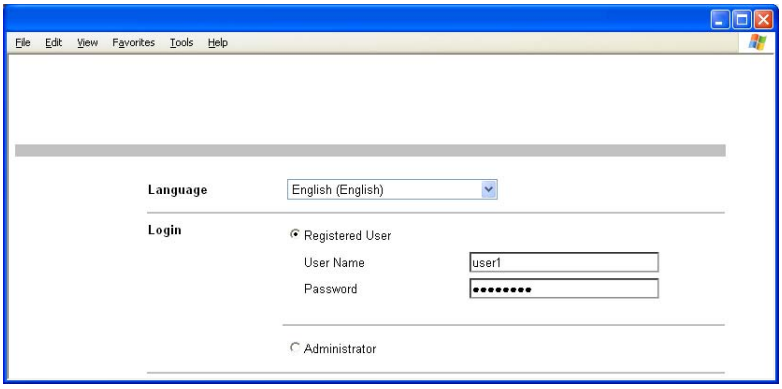
✔ If any User Name not registered with this machine is authenticated through User Authentication when [ON (External Server)] (Active Directory) is set for Authentication Method, the User Name is automatically registered with this machine.

1 Start the Web browser.

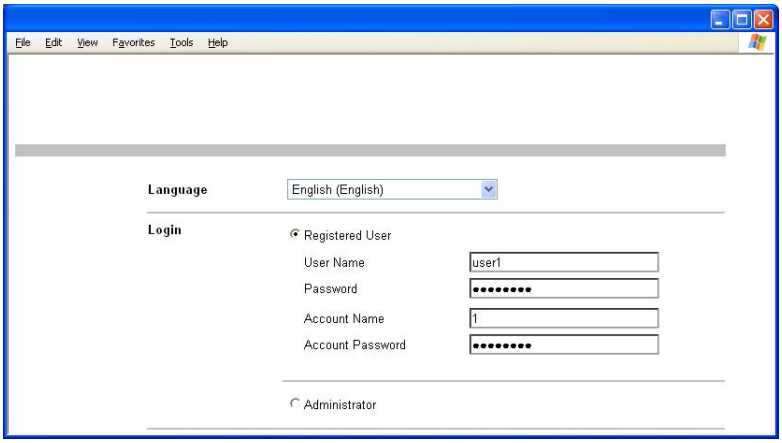
2 Enter the IP address of the machine in the address bar.

3 Press the [Enter] key to start PageScope Web Connection.

4 Click the Registered User radio button and enter the User Name and User Password.



➔ If Account Track has been set, enter the User Name, User Password, Account Name, and Account Password.



➔ If "Synchronize" has been set for "Synchronize User Authentication & Account Track," successful authentication results from simply entering the User Name and User Password.

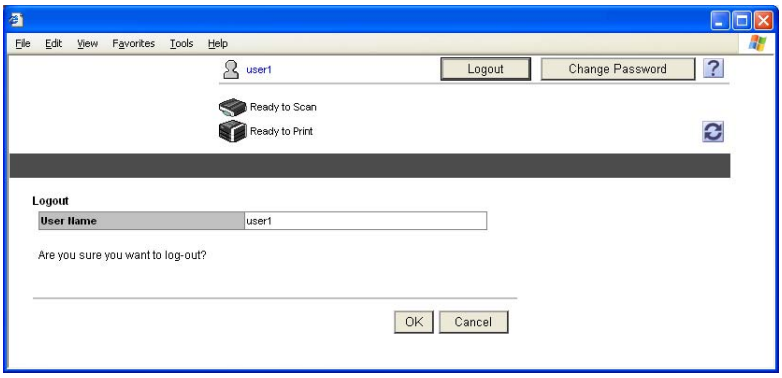
5 Click [Login].

➔ If a wrong User Password or Account Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Password or Account Password.

➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User/Account Password is counted as unauthorized access. If a wrong User/Account Password for the corresponding User/Account Name entered is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

6 Clicking [Logout] will show the following screen.
Click [OK] to log off from the user operation mode.



Downloaded From ManualsPrinter.com Manuals

3.1.2 Accessing the ID & Print Document

If a user, whose document is stored in the ID & Print User Box, is authenticated by [Access] or [Login], he or she can gain access to the document in the ID & Print User Box.

✔ For the logon procedure, see page 3-2.

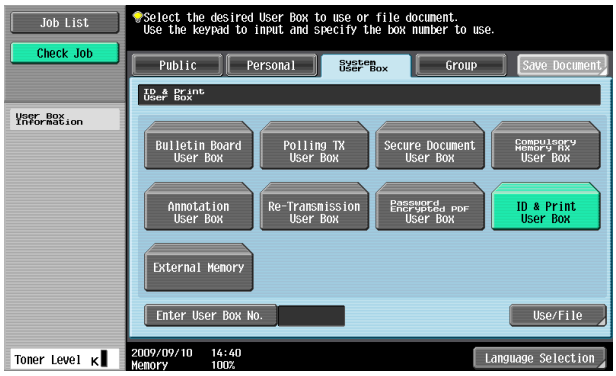
✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

1 Perform the user authentication procedure from the control panel and login procedure through [Access] or [Login].

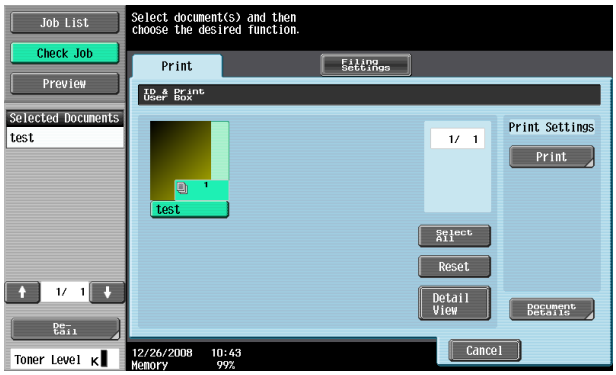
2 Press the [Box] key.

3 Touch the [System User Box] tab.

4 Select [ID & Print User Box] and touch [Use/File].



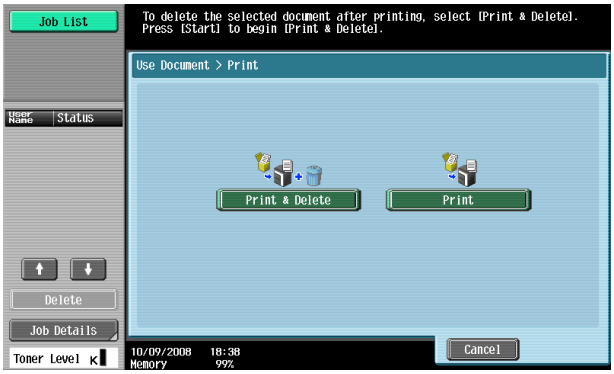
5 Select the desired ID & Print Document and press the [Start] key or touch [Print].



➔ To delete ID & Print Document, select the specific document from the [Filing Settings] tab and press [Delete].

Downloaded From ManualsPrinter.com Manuals

6 To delete the document from the Box after the printing, select [Print & Delete]. To leave the document as is, select [Print].



Downloaded From ManualsPrinter.com Manuals

3.2 Change Password Function

When [ON (MFP)] is set for Authentication Method of User Authentication, the machine permits each of all users who have been authenticated through User Authentication to change his or her User Password.

The User Password entered is displayed as "*" or "●."

Performing Change Password

<From the Control Panel>

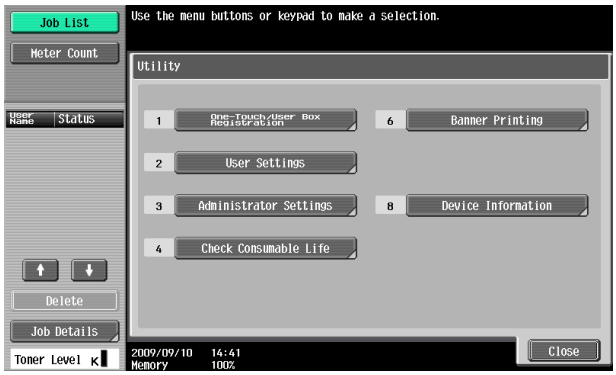
✔ For the logon procedure, see page 3-2.

✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

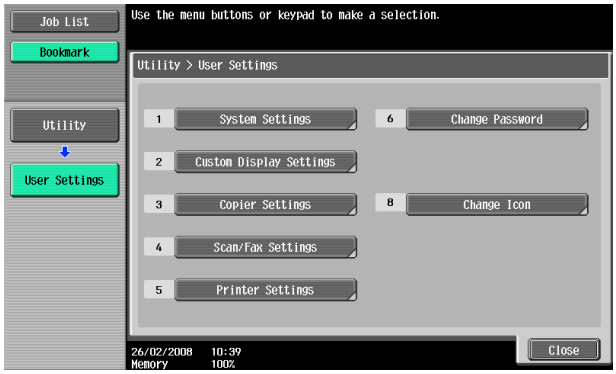
1 Log on to the user operation mode through User Authentication from the control panel.

2 Press the [Utility/Counter] key.

3 Touch [User Settings].



4 Touch [Change Password].



Downloaded From ManualsPrinter.com Manuals

5 Enter the currently registered 8-digit-or-more User Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the previous screen.

6 Touch [OK].

➔ If a wrong User Password is entered, a message that tells that the User Password does not match appears. Enter the correct User Password.
➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Password is counted as unauthorized access. If the current password is mistakenly entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the user authentication screen will reappear. A message then appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is now set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

7 From the keyboard or keypad, enter the new User Password that can consist of 8 to 64 digits.
To prevent entry of a wrong password, enter the password again in [Password Confirmation].

Please input a new password with the keyboard or ten-key pad. It is necessary to input it twice to confirm password.
The password input with a clear key can be deleted.
Utility > User Settings > Change Password
Password
Password Confirmation
Delete
Shift
2009/09/10 14:44
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 4.

8 Touch [OK].

➔ If the entered User Password does not meet the requirements of the Password Rules, a message that tells that the entered User Password cannot be used appears. Enter the correct User Password. For details of the Password Rules, see page 1-8.
➔ If the entered User Password does not match, a message that tells that the User Password does not match appears. Enter the correct User Password.

Downloaded From ManualsPrinter.com Manuals

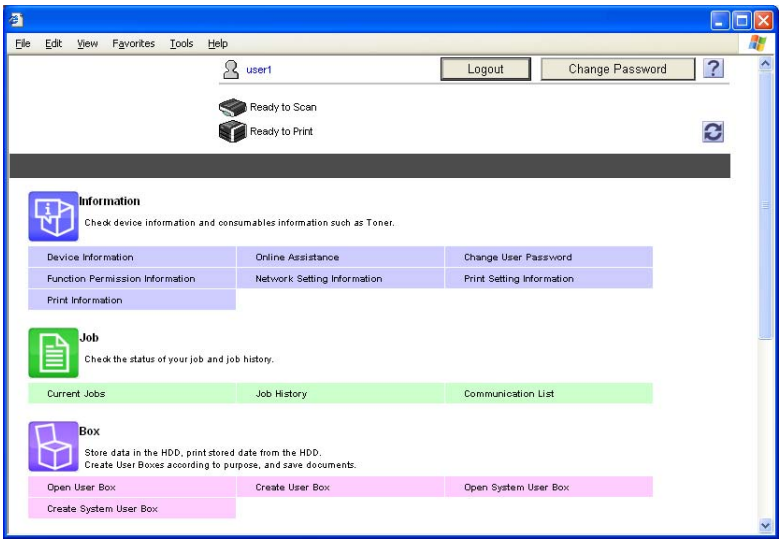
<From PageScope Web Connection>

✔ For the logon procedure, see page 3-2.

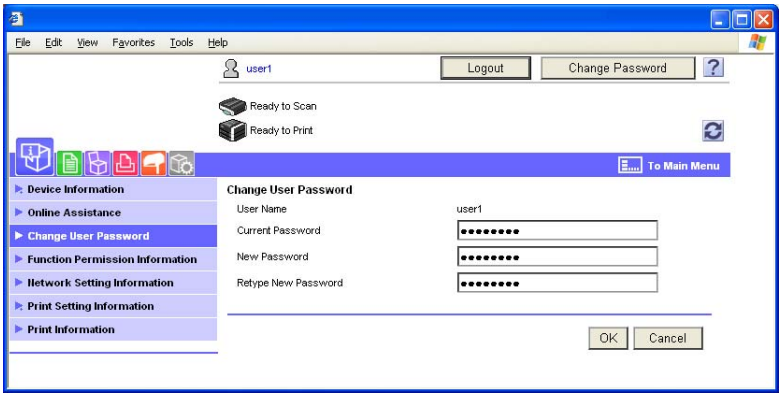
✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

1 Log on to the user operation mode through User Authentication from the PageScope Web Connection.

2 Click [Change User Password] of the Information menu or [Change Password].



3 Enter the currently registered User Password and a new User Password. Then, to make sure that you have entered the correct new password, enter the new User Password once again.



4 Click [OK].

➔ If a wrong User Password is entered in the "Current Password" box, a message that tells that the User Password does not match appears. Enter the correct User Password.

➔ If the entered User Password in the "New Password" box does not meet the requirements of the Password Rules, a message that tells that the entered User Password cannot be used appears. Enter the correct User Password. For details of the Password Rules, see page 1-8.

➔ If the entered User Password in the "New Password" box and "Retype New Password" box does not match, a message that tells that the User Password does not match appears. Enter the correct User Password.

5 Click [OK].

Downloaded From ManualsPrinter.com Manuals

3.3 Secure Print Function

The Secure Print function allows a Secure Print Document specified by a corresponding password from the PC to be used in the condition saved in the machine.

To access a Secure Print Document, authentication is performed through an 8-digit password that verifies an authenticated user of the Secure Print Document. The password entered is displayed as "*." When the Enhanced Security Mode is set to [ON], the number of times in which authentication fails is counted.

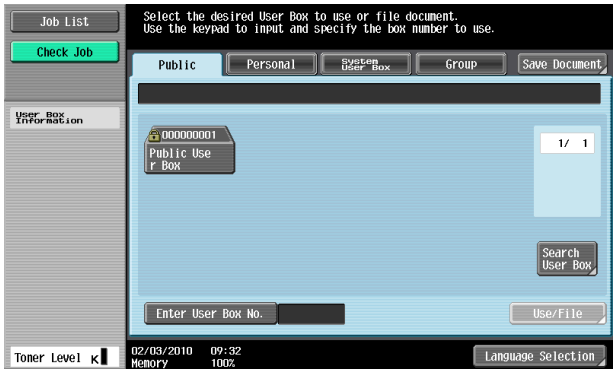
Accessing the Secure Print Document

- ✔ For the logon procedure, see page 3-2.
- ✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.
- ✔ When the Enhanced Security Mode is set to [ON], go through User Authentication by entering the User Name and User Password registered in the machine through the printer driver of the PC. The password entered is displayed as "*." If the User Password does not correspond to the User Name entered, the Secure Print Job is discarded without being saved. Entry of a wrong User Password is counted as unauthorized access. If a wrong User Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the subsequent authentication operation is an access lock state and it is not possible to transmit the print job. As a result, the access lock state disables user authentication attempts from the control panel or PageScope Web Connection. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.
- ✔ Enter the Secure Print ID and password through the printer driver on the PC side. The password entered is displayed as "*."
- ✔ The Secure Print password must consist of 8 digits and meet the requirements of the Password Rules. Any Secure Print Document, the password for which does not meet the requirements of Password Rules, will not be saved in the machine. For details of the Password Rules, see page 1-8.

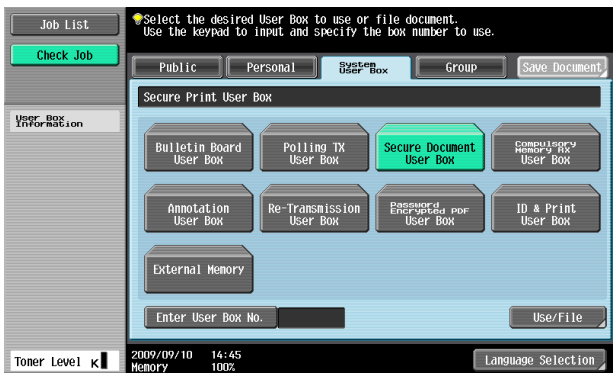
1 Log on to the user operation mode through User Authentication from the control panel.

2 Press the [Box] key.

3 Touch the [System User Box] tab.



4 Select [Secure Document User Box] and touch [Use/File].



Downloaded From ManualsPrinter.com Manuals

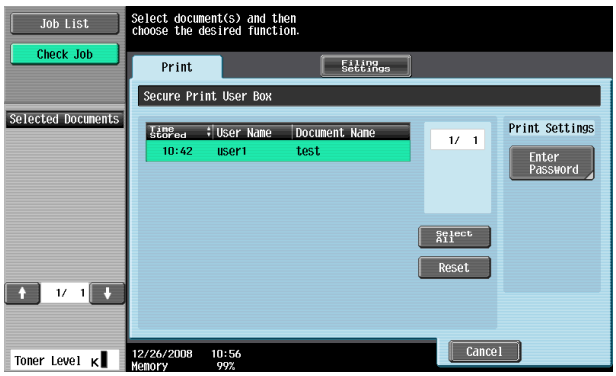
5 Enter the Secure Print ID that consists of up to 16 digits from the keyboard or keypad.

➔ For the Secure Print ID, enter the one that has been set on the printer driver side.
➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 4.

6 Touch [OK].

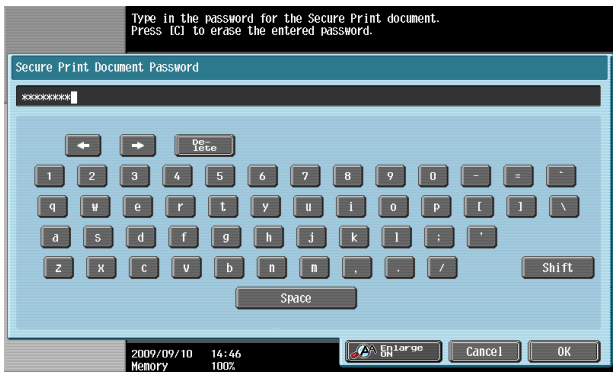
➔ If a wrong Secure Print ID is entered, the desired Secure Print Document will not be displayed. Enter the correct Secure Print ID.

7 Select the desired Secure Print Document and touch [Enter Password].



➔ Two or more Secure Print Documents can be selected at the same time.
➔ Touching [Select All] will select all Secure Print Documents having the same ID shown in the list.

8 Enter the 8-digit Secure Print Password from the keyboard or keypad.



➔ The machine rejects any Secure Print Password that consists of less than 8 digits.
➔ For the Secure Print Password, enter the 8-digit one set on the printer driver side.

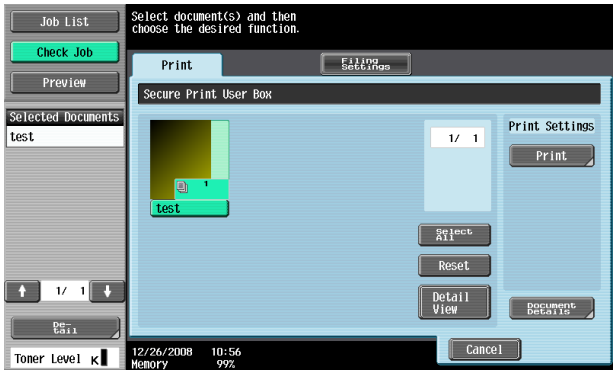
Downloaded From ManualsPrinter.com Manuals

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 7.

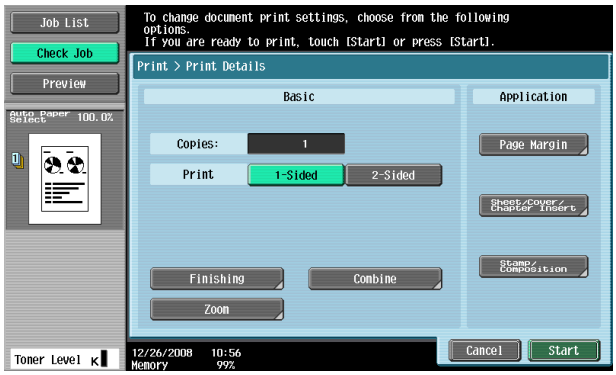
9 Touch [OK].

➔ If a wrong Secure Print Password is entered, a message that tells that the authentication has failed appears. Enter the correct Secure Print Password.
➔ If two or more Secure Print Documents have been selected in step 7, the machine counts as unauthorized access any Secure Print Document, the Secure Print Password of which is a mismatch.
➔ If the Enhanced Security Mode is set to [ON], entry of a wrong Secure Print Password is counted as unauthorized access. If a wrong Secure Print Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, disabling access to the Secure Print Document. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

10 Select the desired Secure Print Document and touch [Print].



11 Check the details of the document and press the [Start] key or touch [Start].



➔ If two or more Secure Print Documents, each having an identical Secure Print ID and Secure Print Password, have been saved, multiple Secure Print Documents can be printed at once.
➔ Touch [Cancel] to go back to the screen shown in step 10.

Downloaded From ManualsPrinter.com Manuals

3.4 User Box Function

For all users who have been authenticated through User/Account Authentication, the machine enables the operation of registering and changing the User Box. It also enables the operation of acquiring or printing image files saved in the User Box and sending of S/MIME encrypted image files.

User Box creates a User Box in the HDD as a space for storing an image file. User Box is available in three different types: Personal User Box which only the user who has logged on through User Authentication can use; Public User Box that is shared among two or more users who have previously registered; and Group User Box that can be used by the user who has logged on through Account Authentication. Up to 1,000 User Boxes can be registered.

A user who accesses the Personal User Box or Public User Box or Group User Box is authenticated through an 8-digit User Box Password. The password entered for the authentication purpose appears as "*" or "●" on the display.

When the Enhanced Security Mode is set to [ON], the number of times in which authentication fails is counted.

Reference

- If a document is saved in the Copy mode, Fax/Scan mode, User Box mode, or from an external memory or Bluetooth terminal by specifying a User Box number that has not been registered, the Personal User Box owned by the user who logged on through User Authentication is automatically registered.
- To use the external memory function and Bluetooth function, settings must be made by the Administrator of the machine. For details, contact the Administrator of the machine.
- If Account Track has not been enabled, Group User Box cannot be created.

3.4.1 Setting the User Box

<From the Control Panel>

✔ For the logon procedure, see page 3-2.

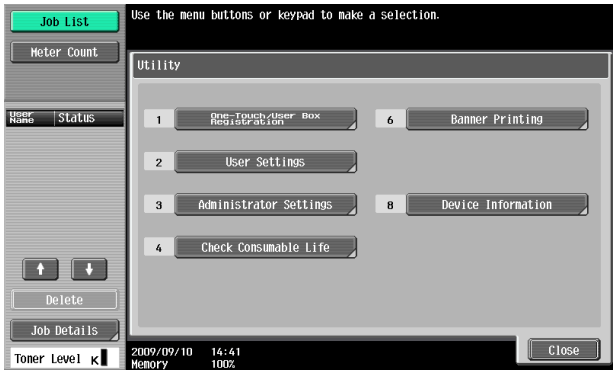
✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

✔ For the procedure to change the User Box setting, see page 3-24.

1 Log on to the user operation mode through User Authentication from the control panel.

2 Press the [Utility/Counter] key.

3 Touch [One-Touch/User Box Registration].

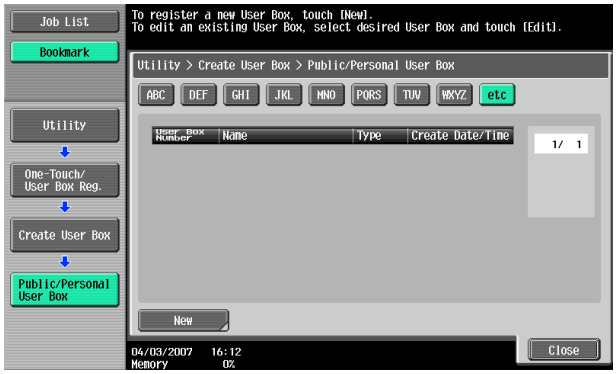


Downloaded From ManualsPrinter.com Manuals

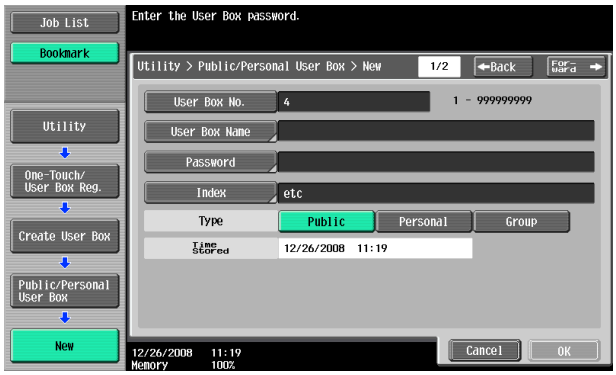
4 Touch [Create User Box].

5 Touch [Public/Personal User Box].

6 Touch [New].

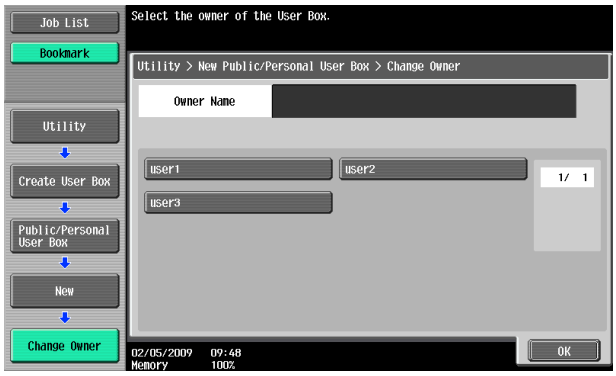


7 Select the User Box type.



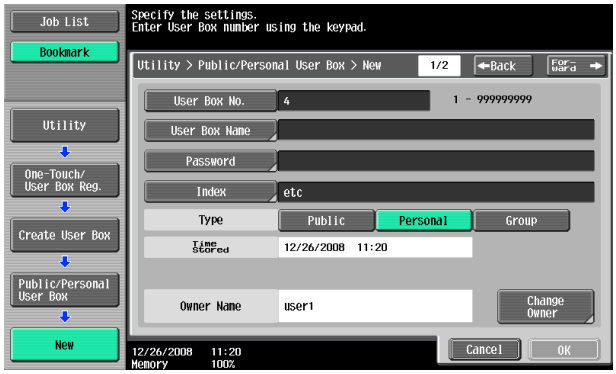
Downloaded From ManualsPrinter.com Manuals

➔ When [Personal] is selected, [Change Owner] is displayed. Then, select the desired owner name.



➔ When [Group] is selected, [Change Account Name] is displayed. Then, select the desired account name.

8 Touch [Password].



Downloaded From ManualsPrinter.com Manuals

9 Enter the new 8-digit User Box Password from the keyboard or keypad.
To prevent entry of a wrong password, enter the password again in [Password Confirmation].

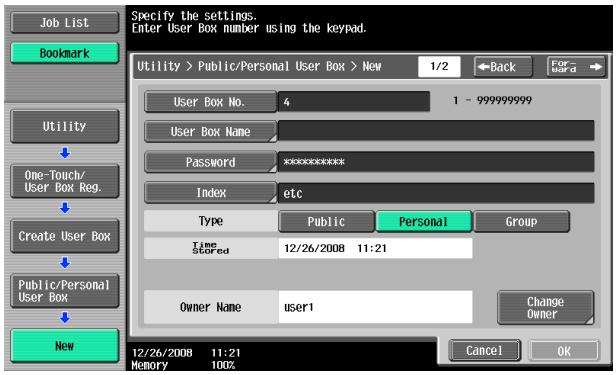
Please input a new password with the keyboard or ten-key pad. It is necessary to input it twice to confirm password. The password input with a clear key can be deleted.
Utility > New Public/Personal User Box > User Box Password
Password
Password Confirmation
Delete
Shift
2009/09/10 14:50
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 8.

10 Touch [OK].

➔ If the User Box Type is set to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.
➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Passwords.

11 Make the necessary settings.



➔ A User Box No. that already exists cannot be redundantly registered.
➔ If no Name has been registered, [OK] cannot be touched. Be sure to register the Name.

12 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

<From PageScope Web Connection>

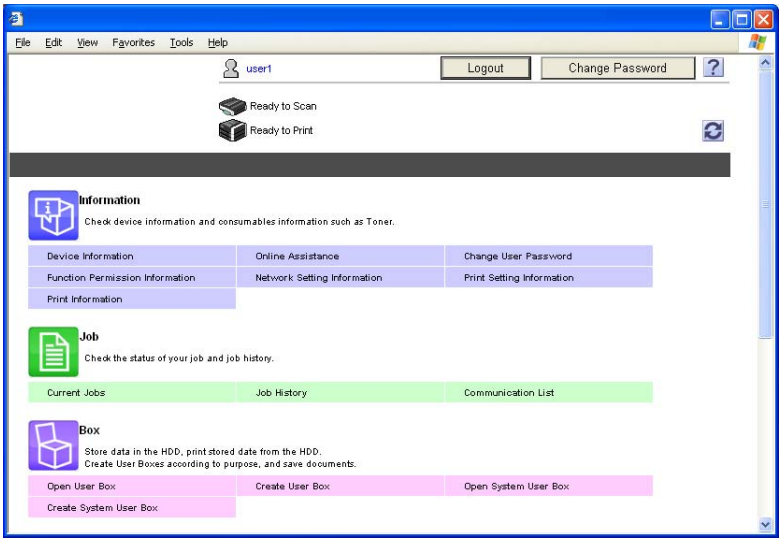
✔ For the logon procedure, see page 3-2.

✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

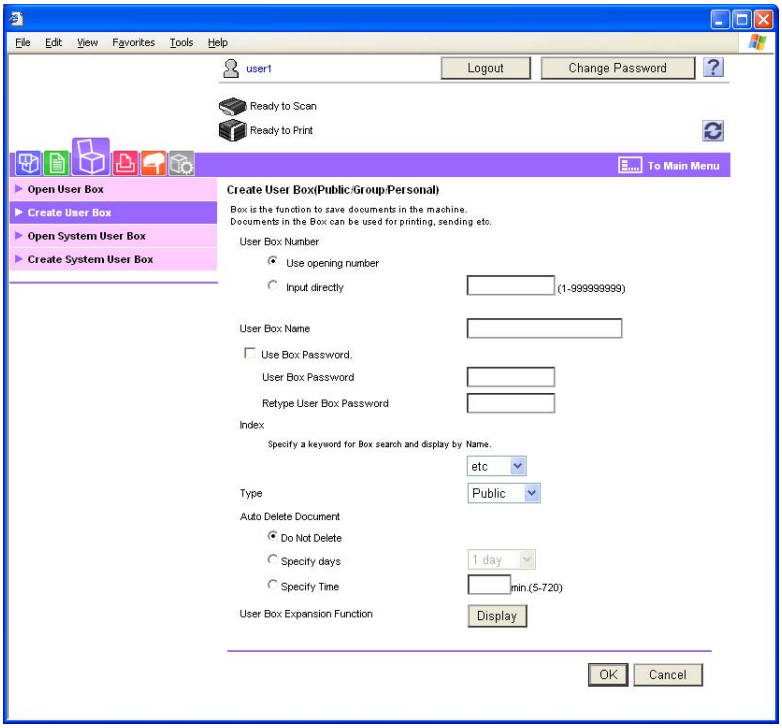
✔ For the procedure to change the User Box setting, see page 3-24.

1 Log on to the user operation mode through User Authentication from the PageScope Web Connection.

2 Click [Create User Box] of the Box menu.



3 Make the necessary settings.



➔ Be sure to enter the User Box Number, User Box Name, User Box Password, and Retype User Box Password.

➔ A User Box Number that already exists cannot be redundantly registered.

➔ If [Personal] is selected from the User Box Type pull-down menu, click [User List] and select the user from the registered user list. Or, directly enter in the "Owner Name" box the previously registered User Name.

Downloaded From ManualsPrinter.com Manuals

➔ If [Group] is selected from the User Box Type pull-down menu, click [Account List] and select the account from the registered account list. Or, directly enter in the "Account Name" box the previously registered Account Name.

4 Click [OK].

➔ If the User Box Type is set to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

➔ If no Owner Name is entered, a message appears that tells that no Owner Names have been entered. Enter the correct Owner Name.

➔ If a user name not registered with the machine is entered in the "Owner Name" box, a message appears that tells that the Owner Name entered in the box is illegal. Enter the correct Owner Name.

➔ If no Account Name is entered, a message appears that tells that no Account Names have been entered. Enter the correct Account Name.

➔ If an account name not registered with the machine is entered in the "Account Name" box, a message appears that tells that the Account Name entered in the box is illegal. Enter the correct Account Name.

5 Check the message that tells that the setting has been completed. Then, click [OK].

Downloaded From ManualsPrinter.com Manuals

3.4.2 Changing the User Box Password and user attributes and account attributes

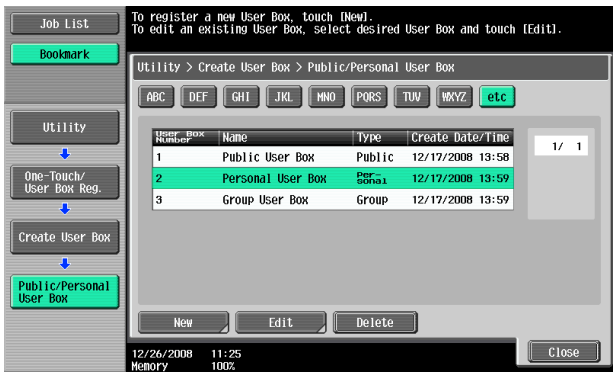
<From the Control Panel>

✔ For the procedure to call the User Box screen to the display, see steps 1 through 5 of page 3-18.

✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

1 Call the User Box screen to the display from the control panel.

2 Select the desired User Box and touch [Edit].



3 Enter the currently set 8-digit User Box Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

➔ Touch [Cancel] to go back to the screen shown in step 2.

4 Touch [OK].

➔ If a wrong User Box Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Box Password.

➔ If the Enhanced Security Mode is set to [ON], entry of a wrong User Box Password is counted as unauthorized access. If a wrong User Box Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the screen of step 2 reappears and the machine is set into an access lock state. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

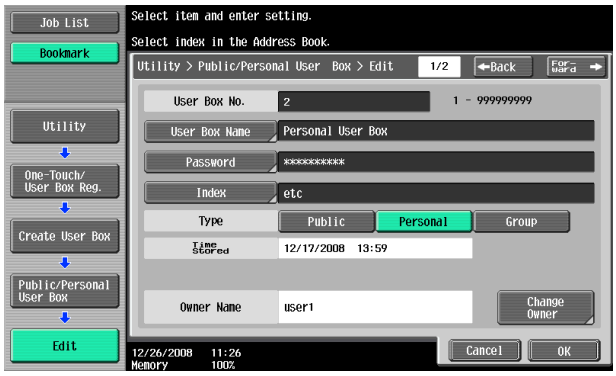
➔ To change the User Box Type, perform steps 5 through 8.

➔ To change the owner user or owner account, perform steps 6 through 8.

➔ To change the User Box Password, go to step 9.

Downloaded From ManualsPrinter.com Manuals

5 Select the User Box Type.

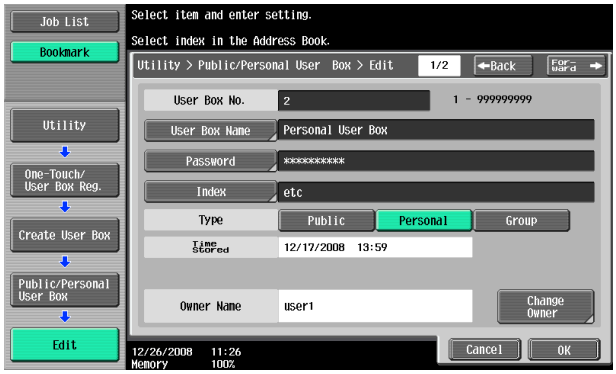


➔ [Change Owner] appears if the Box Type is changed to [Personal]. Select the desired owner name.

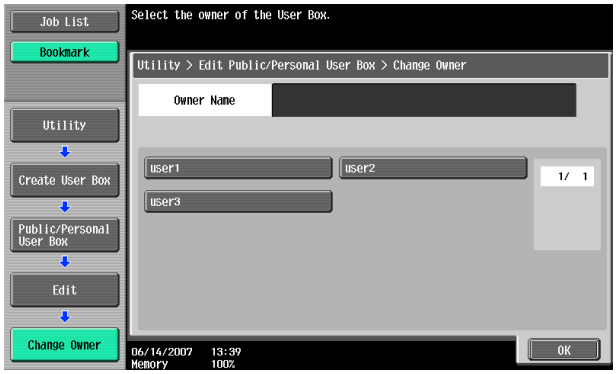
➔ [Change Account Name] appears if the Box Type is changed to [Group]. Select the desired account name.

➔ If the User Box Type is changed to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

6 Touch [Change Owner] if the box type is [Personal] and touch [Change Account Name] if the box type is [Group].



7 For [Change Owner], select the desired owner name.

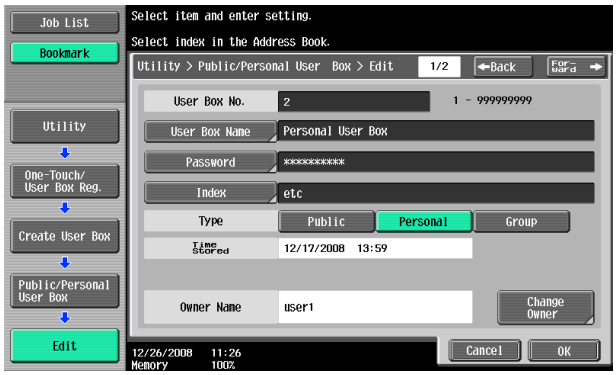


Downloaded From ManualsPrinter.com Manuals

➔ For [Change Account Name], select the desired account name.

8 Touch [OK].

9 Touch [Password].



10 Enter the currently set 8-digit User Box Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 9.

11 Touch [OK].

➔ If a wrong User Box Password is entered, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.
➔ If the Enhanced Security Mode is set to [ON], entry of a wrong User Box Password is counted as unauthorized access. If a wrong User Box Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the screen of step 2 reappears and the machine is set into an access lock state. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

12 Enter the new 8-digit User Box Password from the keyboard or keypad.
To prevent entry of a wrong password, enter the password again in [Password Confirmation].

Please input a new password with the keyboard or ten-key pad. It is necessary to input it twice to confirm password. The password input with a clear key can be deleted.
Utility > Edit Public/Personal User Box > User Box Password
Password
Password Confirmation
Delete
Shift
2009/09/10 14:54
Memory 100%
Enlarge ON
Cancel
OK

➔ Press the [C] key to clear all characters.
➔ Touch [Delete] to delete the last character entered.
➔ Touch [Shift] to show the upper case/symbol screen.
➔ Touch [Cancel] to go back to the screen shown in step 9.

13 Touch [OK].

➔ If the User Box Type is changed to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.
➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

14 Touch [OK].

Downloaded From ManualsPrinter.com Manuals

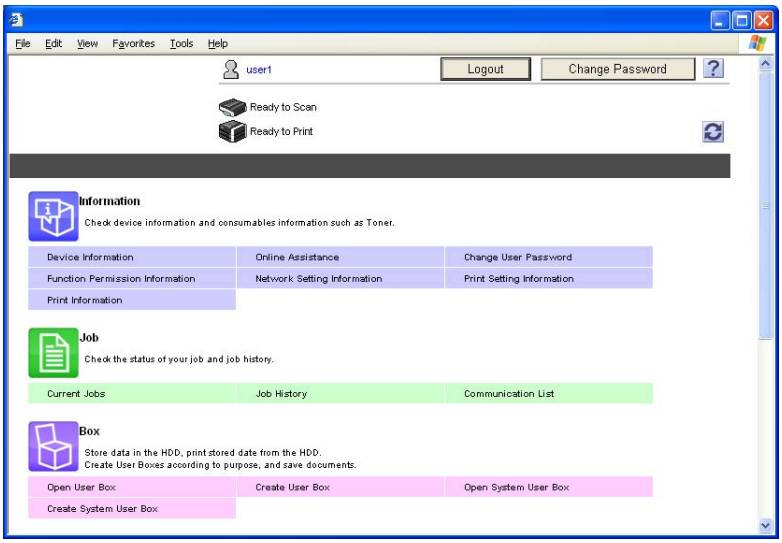
<From PageScope Web Connection>

✔ For the logon procedure, see page 3-2.

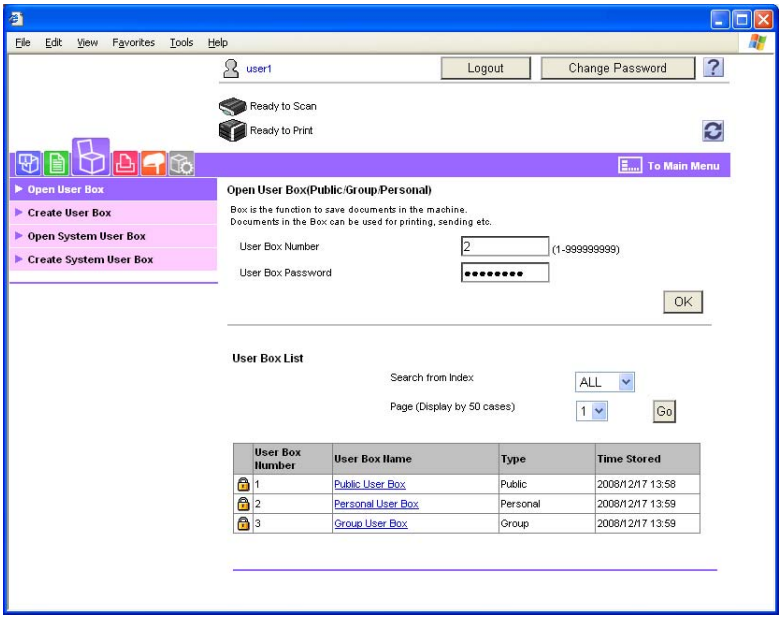
✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

1 Log on to the user operation mode through User Authentication from the PageScope Web Connection.

2 Click [Open User Box] of the Box menu.



3 Enter the User Box Number and User Box Password of the desired User Box and click [OK].

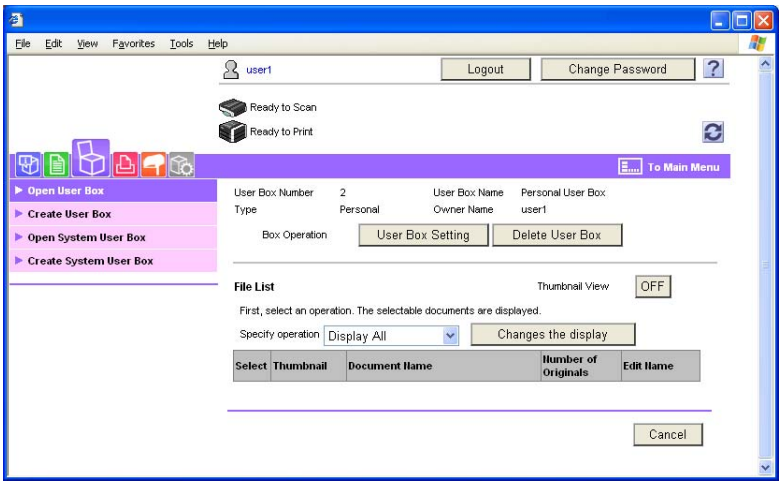


➔ If a wrong User Box Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Box Password.

➔ If the Enhanced Security Mode is set to [ON], entry of a wrong User Box Password is counted as unauthorized access. If a wrong User Box Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

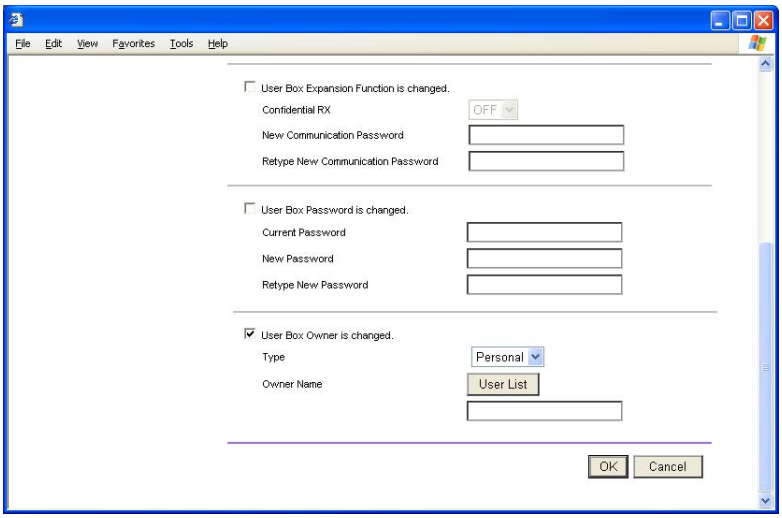
4 Click [User Box Setting].



➔ Go to step 6 to change the User Box Password.

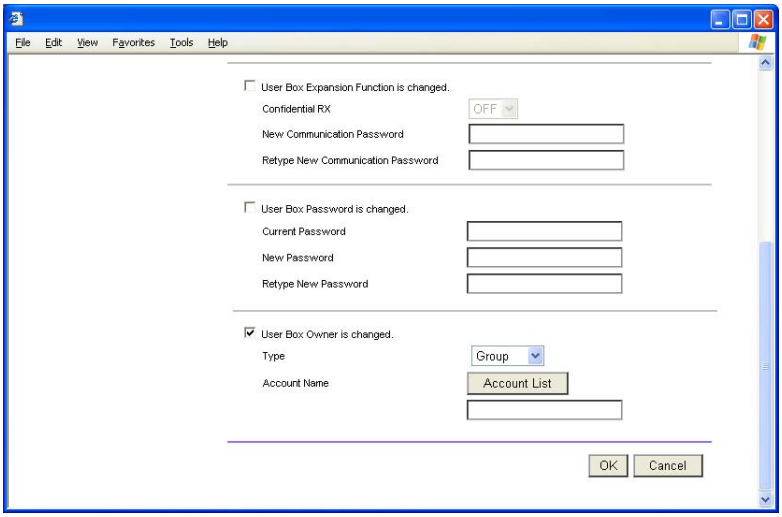
➔ To delete a User Box, click [Delete User Box]. A confirmation message appears. Click [OK] to delete the specified User Box.

5 Click the "User Box Owner is changed." check box and change the user attributes of the box.



Downloaded From ManualsPrinter.com Manuals

➔ The following screen appears if the account attributes are to be changed.



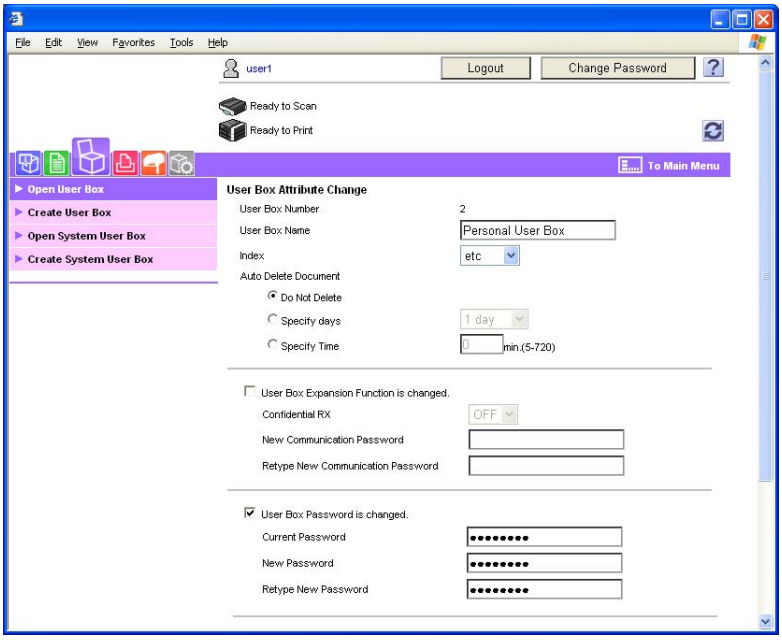
➔ If [Personal] is selected from the User Box Type pull-down menu, click [User List] and select the user from the registered user list. Or, directly enter in the "Owner Name" box the previously registered User Name.

➔ If [Group] is selected from the User Box Type pull-down menu, click [Account List] and select the account from the registered account list. Or, directly enter in the "Account Name" box the previously registered Account Name.

➔ If the "User Box Owner is changed." check box is not clicked, the changes made will not be validated. If the changes need to be made, make sure that the "User Box Owner is changed." check box has been clicked.

➔ To change the User Box Type, click the User Box Type pull-down menu and select the desired User Box Type.

6 Click the "User Box Password is changed." check box and enter the User Box Password.



➔ In the "Current Password" box, enter the currently set User Box Password.

Downloaded From ManualsPrinter.com Manuals

7 Click [OK].

- ➔ If a wrong current User Box Password is entered, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.
- ➔ If the User Box Type is changed to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.
- ➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.
- ➔ If no Owner Name is entered, a message appears that tells that no Owner Names have been entered. Enter the correct Owner Name.
- ➔ If a user name not registered with the machine is entered in the "Owner Name" box, a message appears that tells that the Owner Name entered in the box is illegal. Enter the correct Owner Name.
- ➔ If no Account Name is entered, a message appears that tells that no Account Names have been entered. Enter the correct Account Name.
- ➔ If an account name not registered with the machine is entered in the "Account Name" box, a message appears that tells that the Account Name entered in the box is illegal. Enter the correct Account Name.

8 Click [OK].

Downloaded From ManualsPrinter.com Manuals

3.4.3 Accessing the User Box and User Box file

<From the Control Panel>

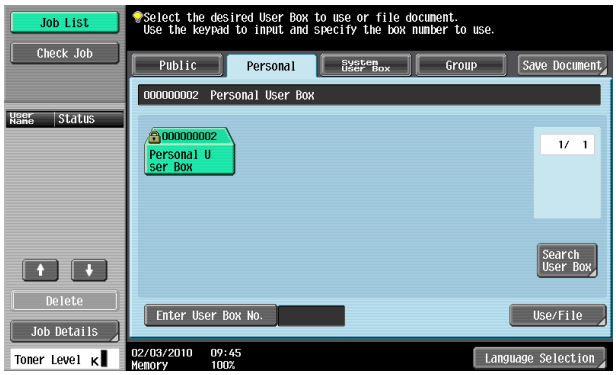
✔ For the logon procedure, see page 3-2.

✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

1 Log on to the user operation mode through User Authentication from the control panel.

2 Press the [BOX] key.

3 Select the desired User Box and touch [Use/File].



➔ [Use/File] allows you to print or send the saved document. It also allows you to copy, delete, or file the document.

➔ To save a new document, select [Save Document].

4 Enter the 8-digit User Box Password from the keyboard or keypad.

➔ Press the [C] key to clear all characters.

➔ Touch [Delete] to delete the last character entered.

➔ Touch [Shift] to show the upper case/symbol screen.

➔ Touch [Cancel] to go back to the screen shown in step 3.

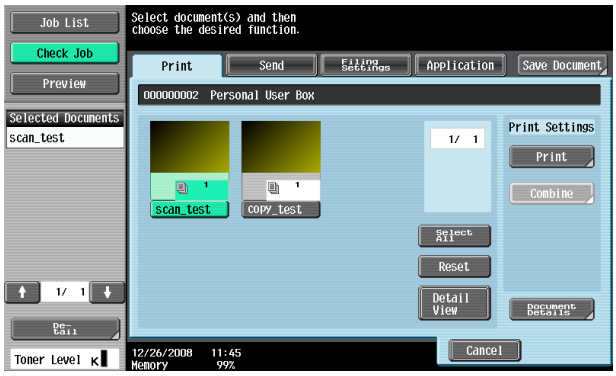
5 Touch [OK].

➔ If a wrong User Box Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Box Password.

➔ If the Enhanced Security Mode is set to [ON], entry of a wrong User Box Password is counted as unauthorized access. If a wrong User Box Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

6 Select the desired file from each tab.



7 Select the desired function.

Different functions can be performed on different types of files stored in the User Boxes.
See the table given below for the relation between the file type and functions that can be performed.

File Type	Functions that can be Performed
Copy job files	Print, Combine, Send, Bind TX, Save to External Memory
Print job files	Print, Combine, Send, Bind TX, Save to External Memory
Scan job files	Print, Combine, Send, Bind TX, Save to External Memory
Fax job files	Print, Save to External Memory

➔ If the destination is to be specified using the corresponding one-touch key for executing [Fax] or [Fax TX] from the control panel, always check that the destination is correct to make sure that the data is sent to the correct destination.

➔ If the destination is to be specified through direct input for executing [Fax] or [Fax TX] from the control panel, always check that the destination is correct to make sure that the data is sent to the correct destination.

➔ To delete the file, select the specific document from the [Filing Settings] tab and press [Delete].

➔ To save a file in External Memory, select the specific document from the [Filing Settings] tab and press [Save to External Memory].

8 Press the [Start] key or touch [Start].

Downloaded From ManualsPrinter.com Manuals

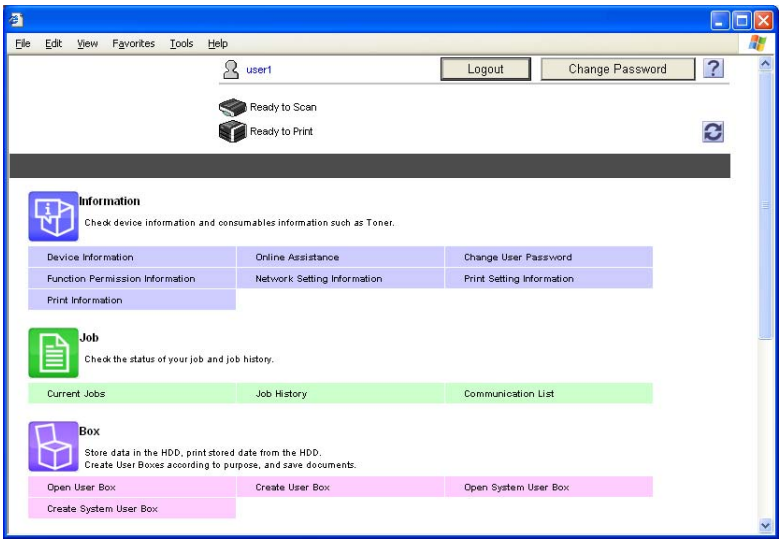
<From PageScope Web Connection>

✔ For the logon procedure, see page 3-2.

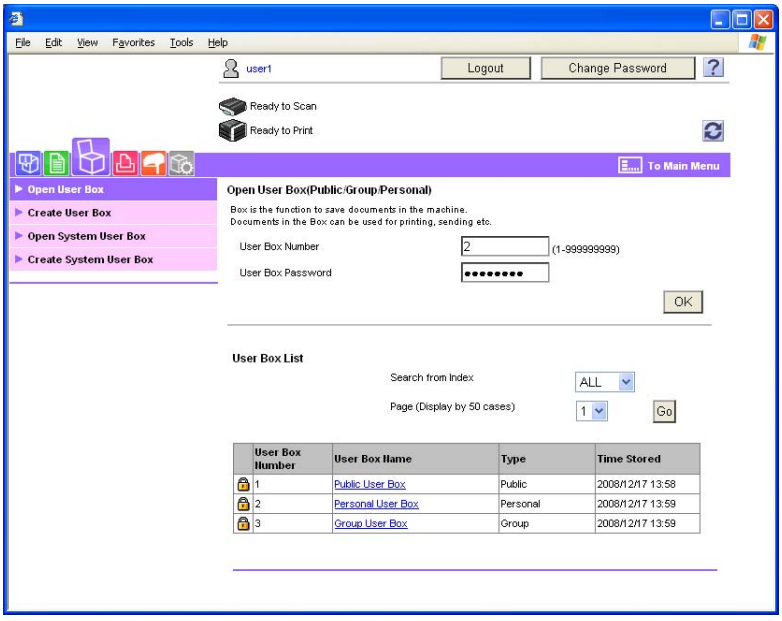
✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

1 Log on to the user operation mode through User Authentication from the PageScope Web Connection.

2 Click [Open User Box] of the Box menu.



3 Enter the User Box Number and User Box Password of the desired User Box and click [OK].

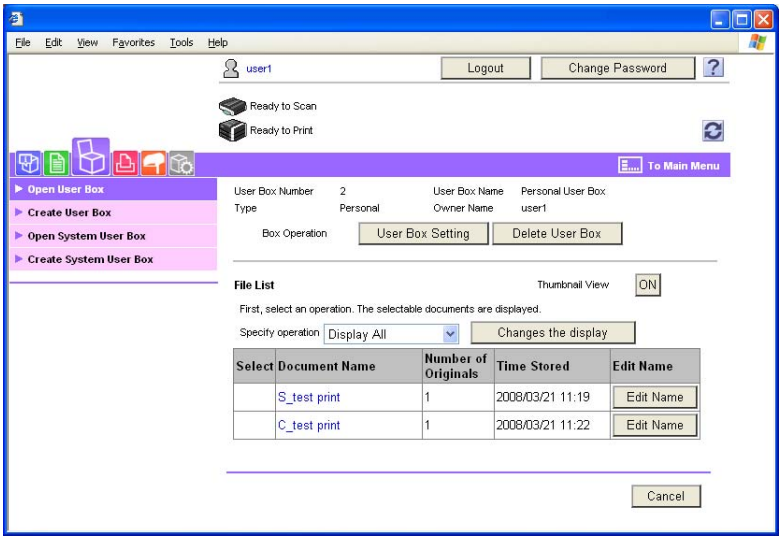


➔ If a wrong User Box Password is entered, a message that tells that the authentication has failed appears. Enter the User Box Password.

➔ If the Enhanced Security Mode is set to [ON], entry of a wrong User Box Password is counted as unauthorized access. If a wrong User Box Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

4 Select the desired operation from the pull-down menu and click [Changes the display].

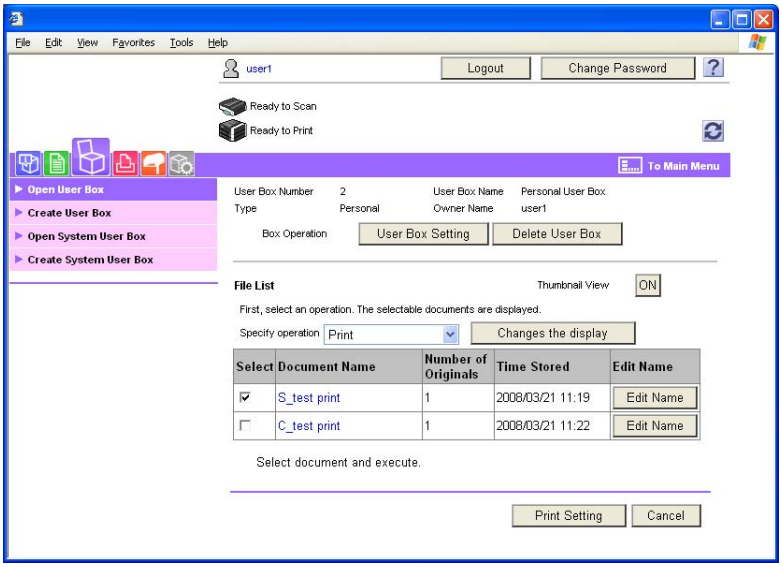


➔ Different functions can be performed on different types of operation menu.
See the table given below for the relation between the menu type and functions that can be performed.

File Type	Functions that can be Performed
Copy job files	Print, Move/Copy, Delete, Send to other device, Download to PC
Print job files	Print, Move/Copy, Delete, Send to other device, Download to PC
Scan job files	Print, Move/Copy, Delete, Send to other device, Download to PC
Fax job files	Print, Delete, Download to PC

➔ If [Delete] is selected in step 4, a confirmation message appears. Click [OK] to delete the specified file.

5 Select the document and perform the desired function.



Downloaded From ManualsPrinter.com Manuals

3.4.4 Sending S/MIME box files

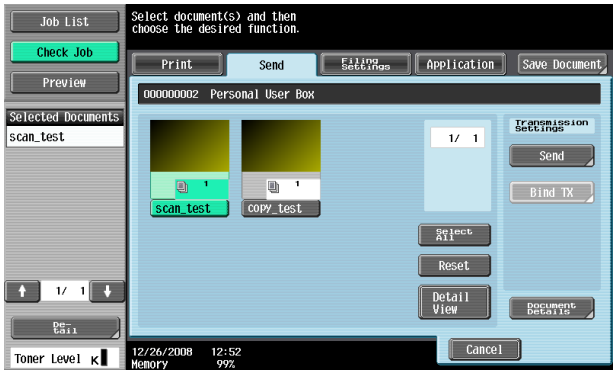
✔ For the procedure to call the Use Document screen to the display, see steps 1 through 5 of page 3-32.

✔ Do not leave the machine while you are in the user operation mode. If it is absolutely necessary to leave the machine, be sure first to log off from the user operation mode.

1 Call the Use Document screen to the display from the control panel.

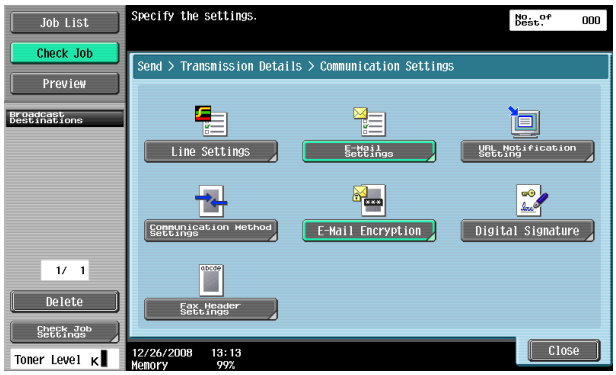
2 Touch the [Send] tab.

3 Select the file to be sent and click [Send].



4 Select [Communication Settings].

5 Select [E-Mail Encryption] and touch [Close].

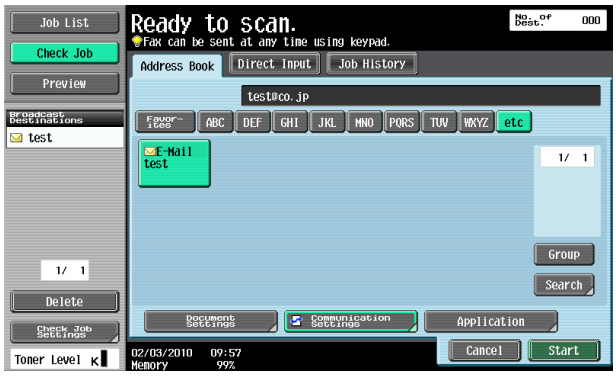


➔ To select [E-Mail Encryption], the Administrator of the machine must make the S/MIME settings in advance.

➔ If [E-Mail Encryption] is selected after the destination has been set, the set destination is canceled, making it necessary to set the destination once again.

Downloaded From ManualsPrinter.com Manuals

6 Select the destination and touch [Start] or press the [Start] key.



➔ To select the destination, the Administrator of the machine must register the certificate with the destination in advance.

Downloaded From ManualsPrinter.com Manuals

4 Application Software

Downloaded From ManualsPrinter.com Manuals

4 Application Software

4.1 PageScope Data Administrator

PageScope Data Administrator is an application for management purpose that allows the authentication, destination and network functions of the machine to be edited or registered from a PC connected over the network.

It allows the authentication, destination and network setting list to be downloaded in your PC, the data in the list to be edited on the PC, and then the data to be written in the machine.

A destination list of file formats including XML, CSV, TAB, LDIF, and Lotus Notes Structured Text can be downloaded. A destination list can also be downloaded by searching through or browsing destinations using the LDAP protocol for a directory server such as Active Directory.

NOTICE

Make sure that none of the general users of the machine will know the Administrator Password.

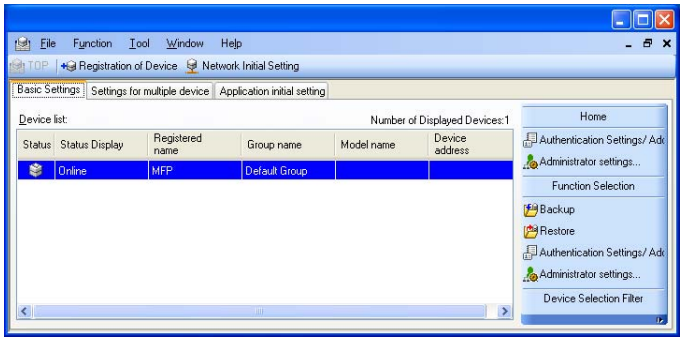
If the Administrator Password is forgotten, it must be set again by the Service Engineer. Contact your Service Representative.

4.1.1 Accessing from PageScope Data Administrator

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Start the PageScope Data Administrator.

2 Select this machine from Device List and click [Authentication Settings/Address Settings] or [Administrator settings].

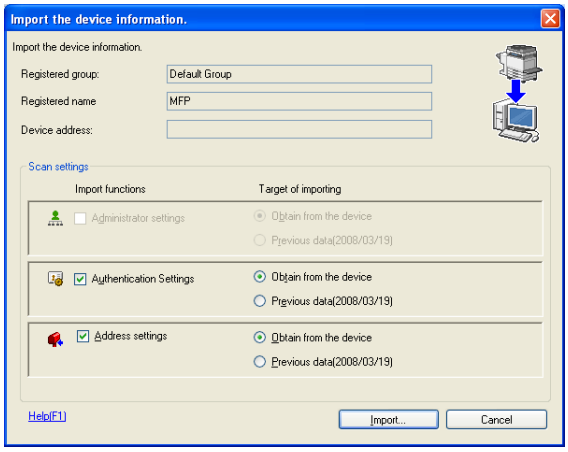


➔ Select [Authentication Settings/Address Settings] to edit or register the authentication or destination function of the machine, and select [Administrator settings] to edit or register the network function of the machine.

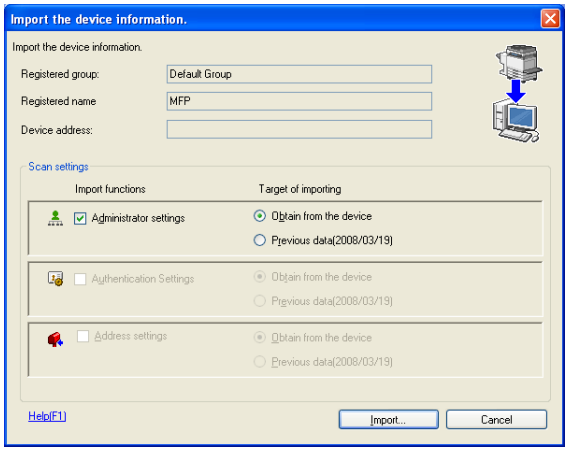
Downloaded From ManualsPrinter.com Manuals

3 Check the settings on the "Import device information" screen and click [Import].

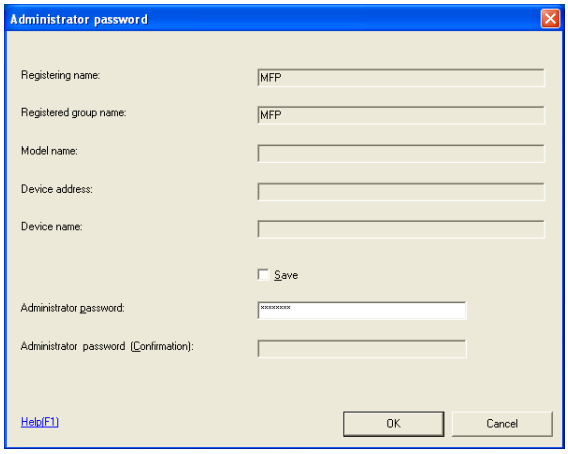
➔ The following screen appears if [Authentication Settings/Address Settings] is selected in step 2.



➔ The following screen appears if [Administrator settings] is selected in step 2.



4 Type the 8-digit Administrator Password registered in the machine and click [OK].



➔ If the "Save" check box has been selected, the Administrator Password entered is stored in the PC being used. If you do not want the Administrator Password stored, clear the "Save" check box.

➔ If a wrong Administrator Password is entered, a message appears that tells that there is a mismatch in the passwords. Enter the correct Administrator Password.

➔ If the "Save" check box is selected, enter the 8-digit Administrator Password once again to make sure that the Administrator Password has been entered correctly.

➔ If a wrong Administrator Password is entered for confirmation, a message appears that tells that there is a mismatch in the Administrator Password. Enter the correct Administrator Password.

Downloaded From ManualsPrinter.com Manuals

➔ If the Enhanced Security Mode is set to [ON], entry of a wrong password is counted as unauthorized access. If a wrong Administrator Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that the machine accepts no more Administrator Passwords because of unauthorized access for any subsequent entry of the Administrator Password. The machine is then set into an access lock state. To cancel the access lock state, settings must be made by the Service Engineer; or, turn off, and then turn on, the main power switch of the machine. If the main power switch is turned off and on, the access lock state is canceled after the lapse of time set for [Release Time Settings]. When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. If there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

5 Check the data displayed on the SSL certificate check screen and click [Yes].

Downloaded From ManualsPrinter.com Manuals

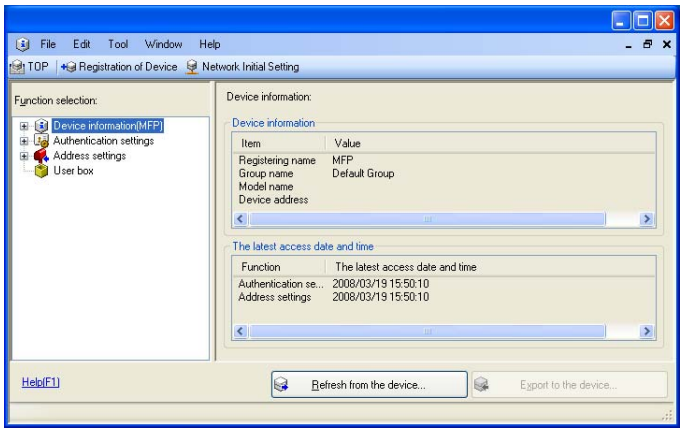
4.1.2 Setting the user authentication method

✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

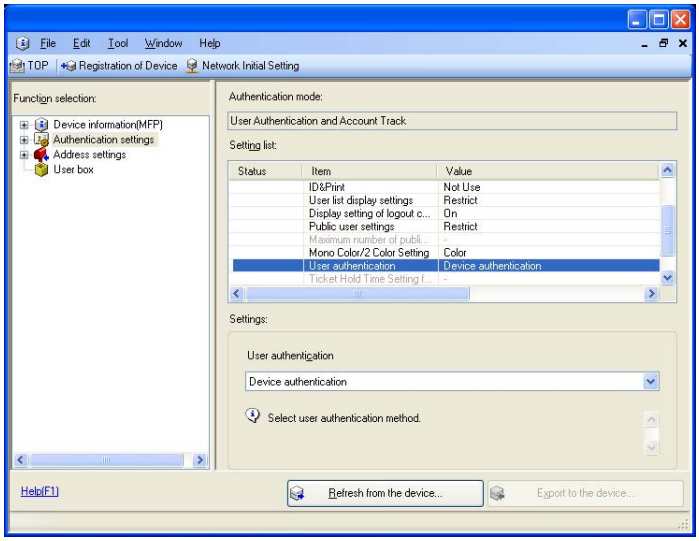
✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Authentication Settings/Address Settings] mode of PageScope Data Administrator.

2 Click [Authentication settings].

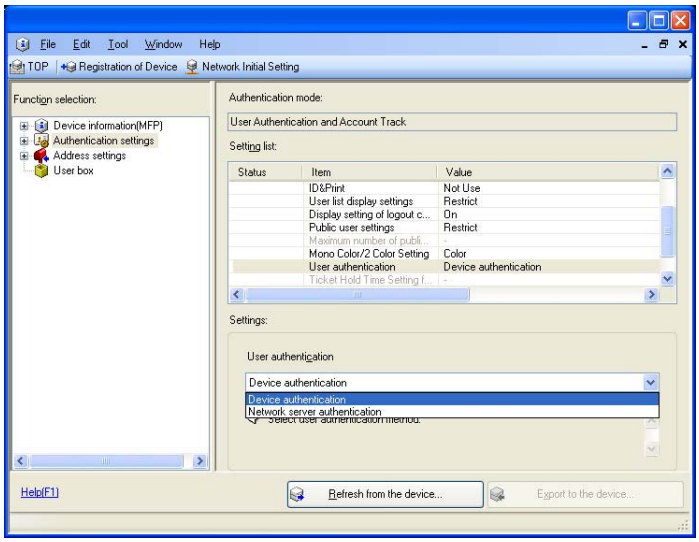


3 Click [User authentication].



Downloaded From ManualsPrinter.com Manuals

4 From the pull-down menu of User authentication, select the user authentication method.



➔ To change the user authentication method from "Device authentication" to "Network server authentication," it is necessary first to register the domain name of Active Directory on the machine side.

➔ If "Network server authentication" is selected, "Active Directory" must invariably be selected.

5 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

➔ If there is a job being executed or a reserved job (timer TX, fax redial waiting, etc.) in the machine, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

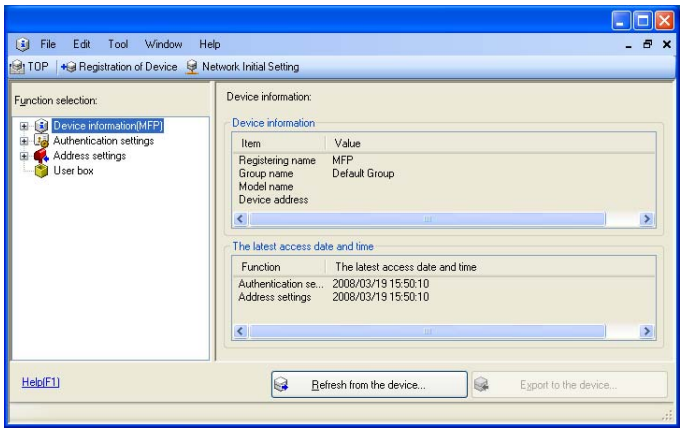
Downloaded From ManualsPrinter.com Manuals

4.1.3 Changing the authentication mode

- ✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.
- ✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.
- ✔ Changing the Account Track setting erases all user and account information data that has previously been registered. This changes all Personal User Boxes owned by the users who are deleted and all Group User Boxes owned by the accounts that are deleted to Public User Boxes. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

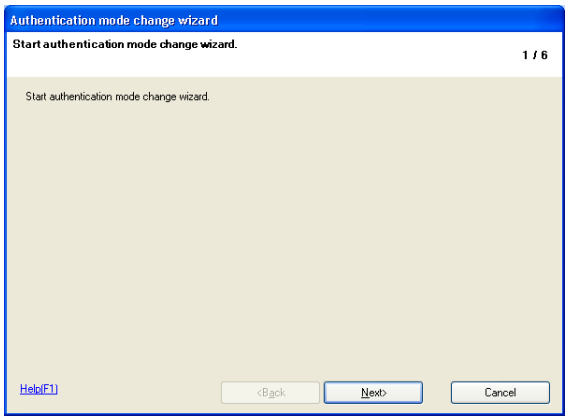
1 Access the machine through [Authentication Settings/Address Settings] mode of PageScope Data Administrator.

2 Click [Authentication settings].



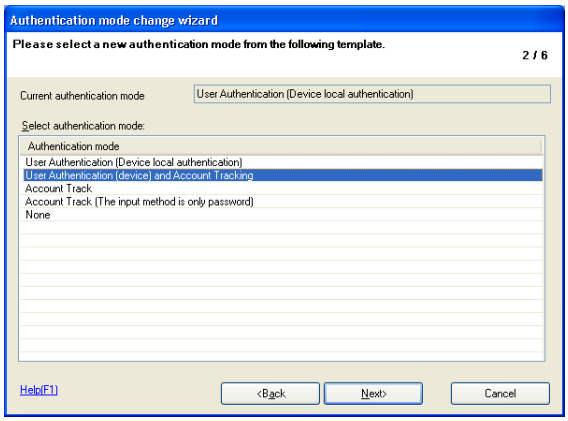
3 From [Edit] on the tool bar, select [Authentication] and click [Change authentication mode].

4 Click [Next].

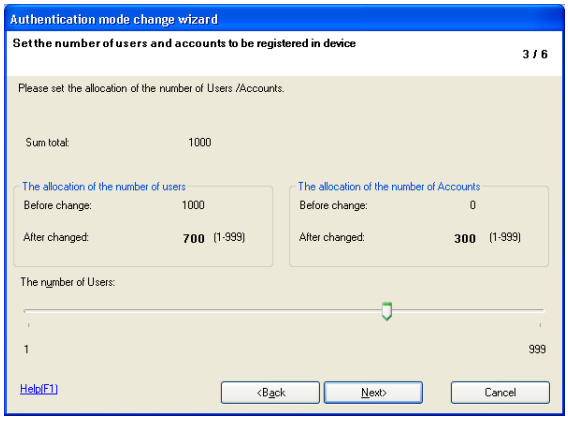


Downloaded From ManualsPrinter.com Manuals

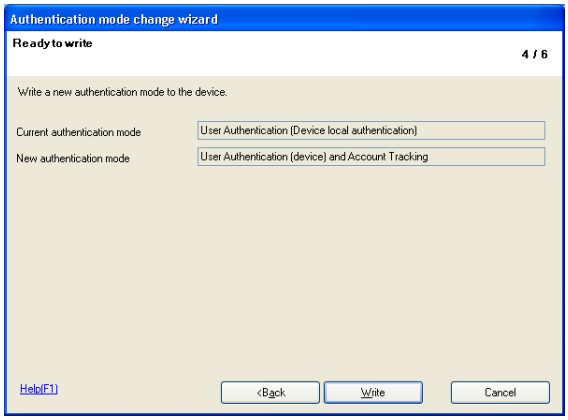
5 Select the specific [Authentication mode] to be changed and click [Next].



➔ If [User Authentication and Account Track] is selected, set [The ratio of the number of Users] and [The ratio of the number of Accounts].



6 Verify the new authentication mode and click [Write].

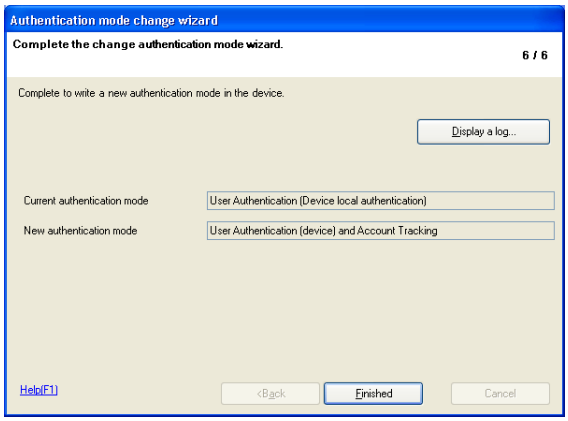


➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

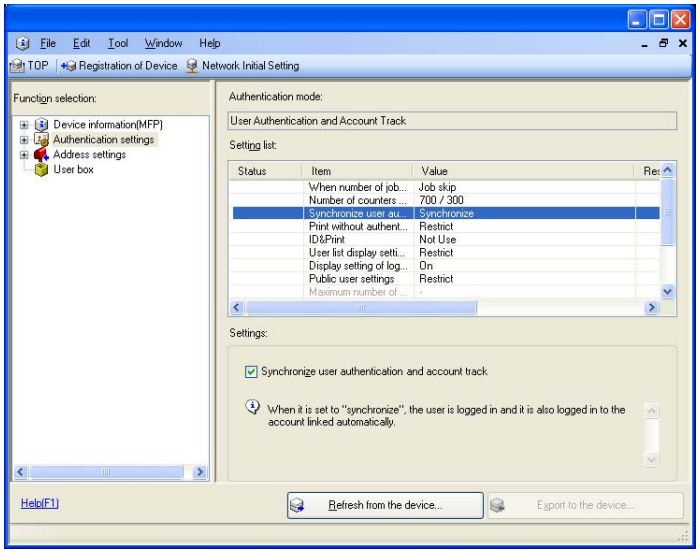
➔ If there is a job being executed or a reserved job (timer TX, fax redial waiting, etc.) in the machine, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

Downloaded From ManualsPrinter.com Manuals

7 Click [Finished].



➔ If [User Authentication and Account Track] is selected in step 5, [Synchronize] is set for "Synchronize user authentication and account track." If you want user authentication not synchronized with account track, click to deselect [Synchronize user authentication and account track] and execute [Export to the device] once again.



Downloaded From ManualsPrinter.com Manuals

4.1.4 Making the user settings

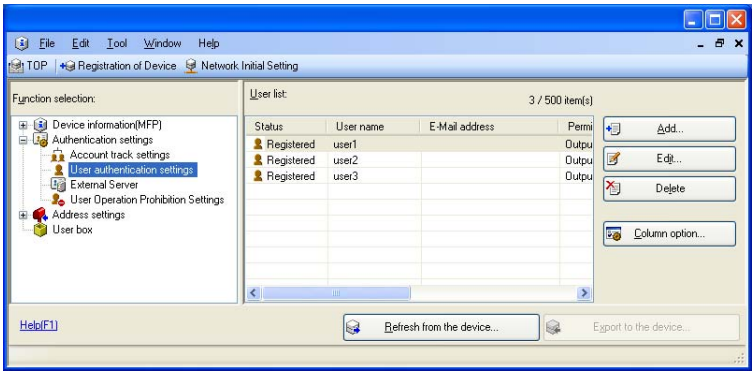
✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Authentication Settings/Address Settings] mode of PageScope Data Administrator.

2 Click the Authentication settings expand button.

3 Click [User authentication settings].



4 Select the desired function.

➔ To register the user, click [Add].

➔ To change data registered for the user, click [Edit].

➔ To delete the user, click [Delete] and a screen appears that prompts you to confirm the execution of deletion. Click [Yes] to delete the user.

➔ If the User Password does not meet the requirements of the Password Rules, a message that tells that the entered User Password cannot be used appears. Enter the correct User Password. For details of the Password Rules, see page 1-8.

➔ If the User Name has not been entered, a message appears that tells that the User Name is yet to be entered. Click [OK] and enter the User Name.

➔ A User Name that already exists cannot be redundantly registered.

5 Click [OK].

6 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

➔ If there is a job being executed or a reserved job (timer TX, fax redial waiting, etc.) in the machine, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

➔ If [Delete] is selected in step 4, the Personal User Box owned by that specific user is changed to Public User Box. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

Downloaded From ManualsPrinter.com Manuals

4.1.5 Making the account settings

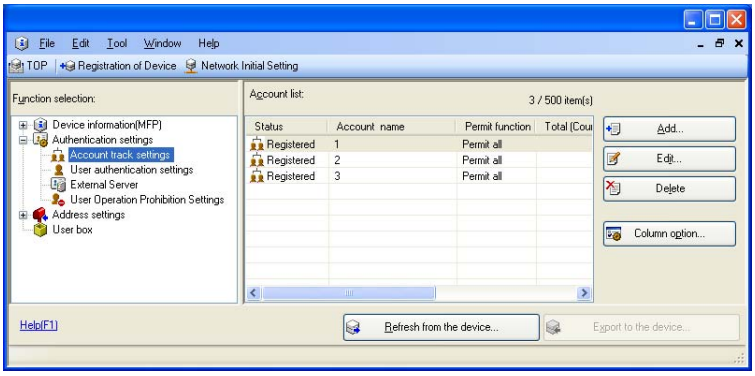
✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Authentication Settings/Address Settings] mode of PageScope Data Administrator.

2 Click the Authentication settings expand button.

3 Click [Account track settings].



4 Select the desired function.

➔ To register the account, click [Add].

➔ To change data registered for the account, click [Edit].

➔ To delete the account, click [Delete] and a screen appears that prompts you to confirm the execution of deletion. Click [Yes] to delete the account.

➔ If the Account Password does not meet the requirements of the Password Rules, a message that tells that the entered Account Password cannot be used appears. Enter the correct Account Password. For details of the Password Rules, see page 1-8.

➔ If the Account Name has not been entered, a message appears that tells that the Account Name is yet to be entered. Click [OK] and enter the Account Name.

➔ An Account Name that already exists cannot be redundantly registered.

5 Click [OK].

6 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

➔ If there is a job being executed or a reserved job (timer TX, fax redial waiting, etc.) in the machine, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

➔ If [Delete] is selected in step 4, the Group User Box owned by that specific account is changed to Public User Box. If the password set for a particular box before this change does not meet the requirements of the Password Rules, however, no access can be made to the Public User Box, to which that specific box was changed. In this case, the Administrator must first newly set a password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

Downloaded From ManualsPrinter.com Manuals

4.1.6 Registering the certificate

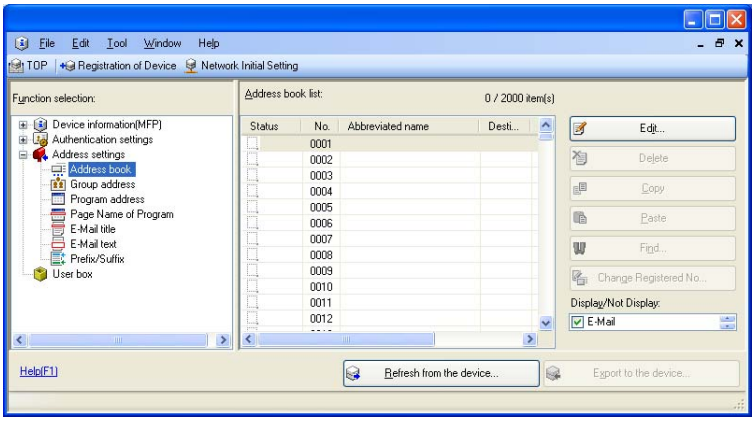
✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

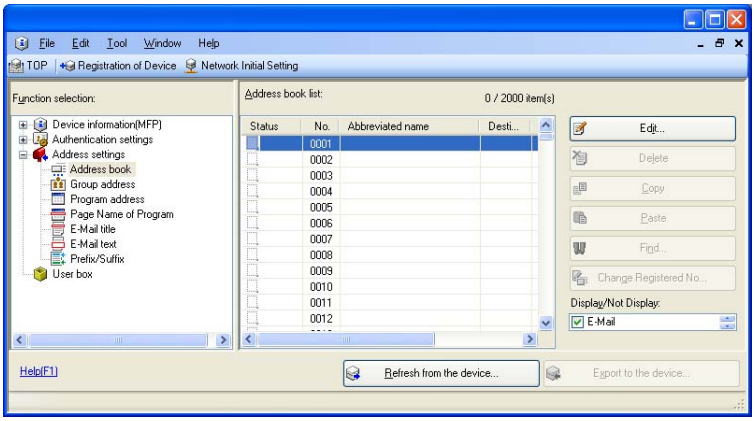
1 Access the machine through [Authentication Settings/Address Settings] mode of PageScope Data Administrator.

2 Click the Address settings expand button.

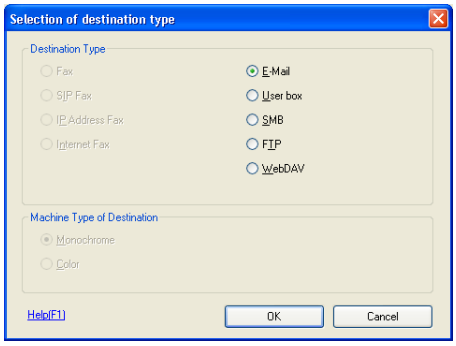
3 Click [Address book].



4 Select the number to be registered and click [Edit].

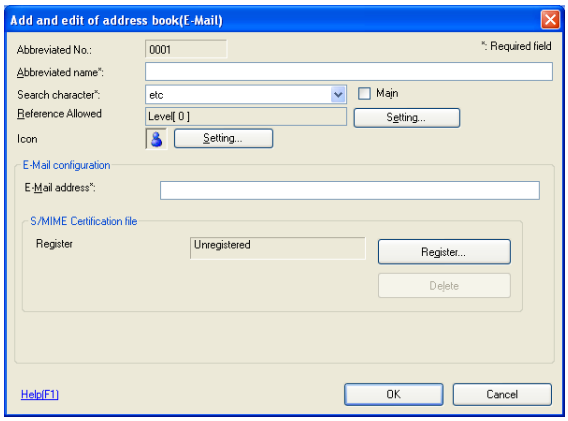


5 Select [E-Mail] and Click [OK].



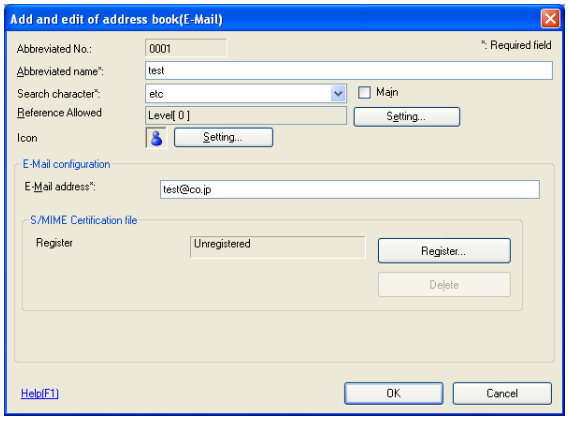
Downloaded From ManualsPrinter.com Manuals

6 Click [Register] of S/MIME Certification file and select the certificate to be registered.



➔ Set 1024 bits or more for the key length of the RSA public key for the certificate of each destination.

7 Make the necessary settings.



➔ If the abbreviated name and E-mail address have not been entered, an input error message appears. Then, click [OK] and enter the abbreviated name and E-mail address.

8 Click [OK].

9 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

➔ If there is a job being executed or a reserved job (timer TX, fax redial waiting, etc.) in the machine, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

Downloaded From ManualsPrinter.com Manuals

4.1.7 SNMP Setting Function

<Changing the auth-password and priv-password>

✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

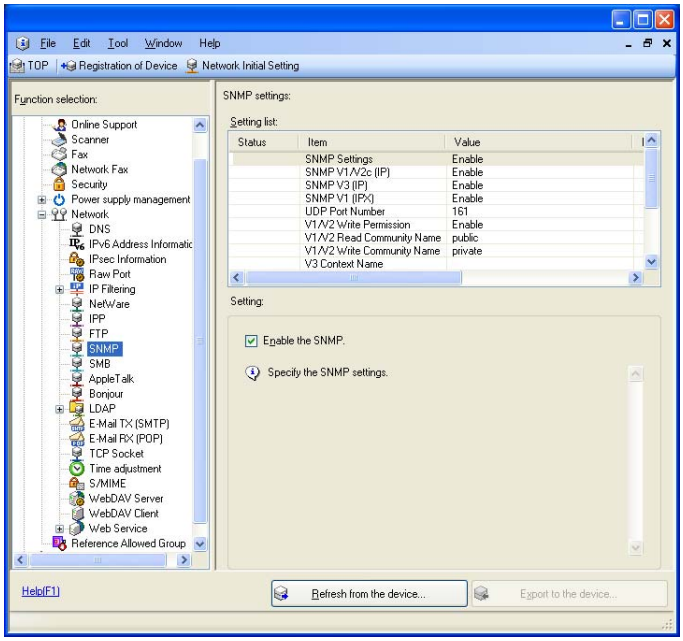
✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Administrator settings] mode of PageScope Data Administrator.

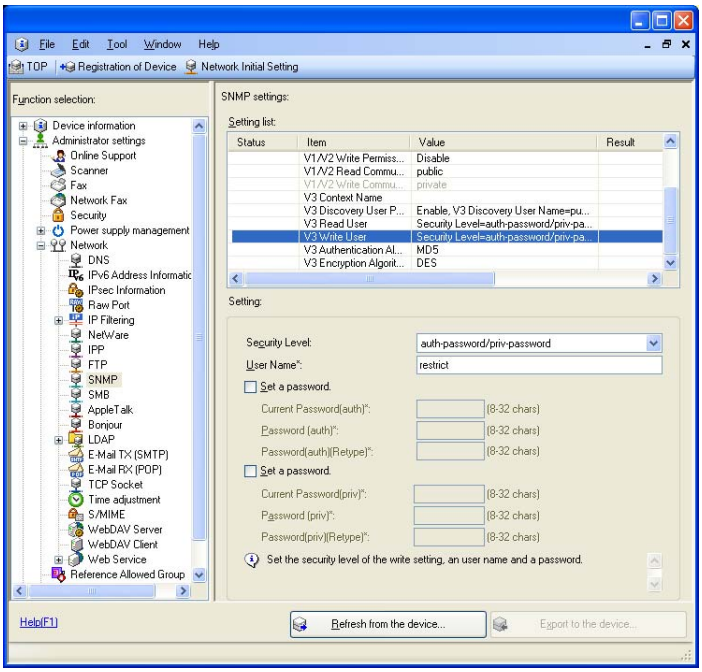
2 Click the Administrator settings expand button.

3 Click the Network expand button.

4 Click [SNMP].

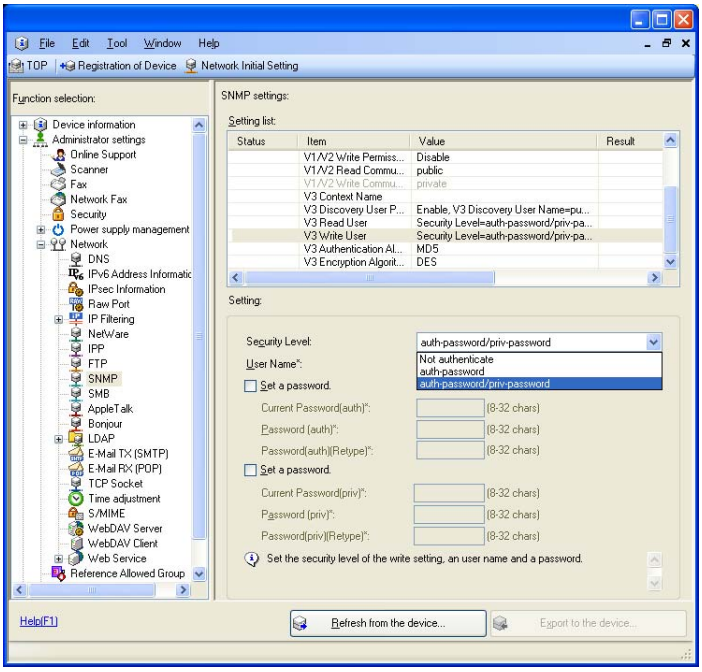


5 Click [V3 Write User] of Setting list.

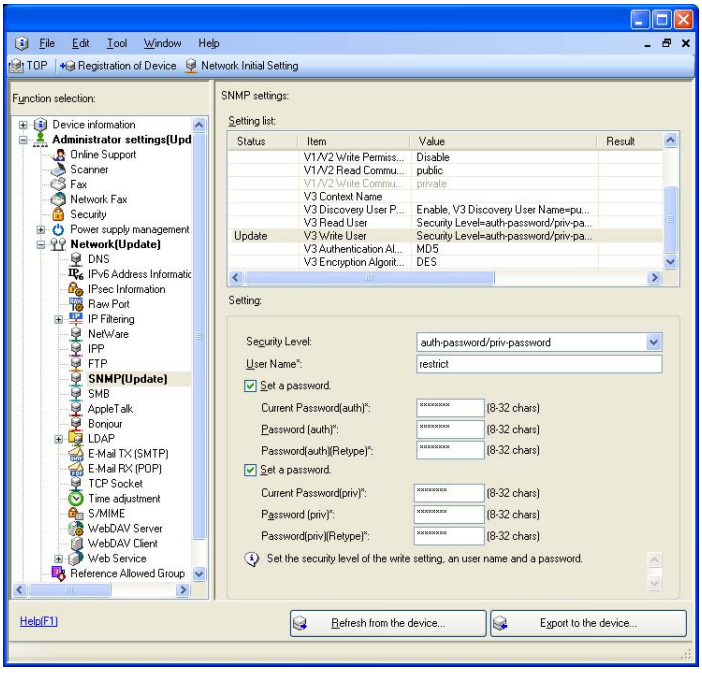

File Edit Tool Window Help
TOP Registration of Device Network Initial Setting
Function selection:
SNMP settings:
Setting list:
Status Item Value Result
V1/V2 Write Permiss... Disable
V1/V2 Read Commu... public
V1/V2 Write Commu... private
V3 Context Name
V3 Discovery User P... Enable, V3 Discovery User Name=pu...
V3 Read User Security Level=auth-password/priv-pa...
V3 Write User Security Level=auth-password/priv-pa...
V3 Authentication Al... MD5
V3 Encryption Algorit... DES
Setting:
Security Level: auth-password/priv-password
User Name*: restrict
Set a password.
Current Password(auth)*: (8-32 chars)
Password (auth)*: (8-32 chars)
Password(auth)(Retype)*: (8-32 chars)
Set a password.
Current Password(priv)*: (8-32 chars)
Password (priv)*: (8-32 chars)
Password(priv)(Retype)*: (8-32 chars)
Set the security level of the write setting, an user name and a password.
Help(F1)
Refresh from the device...
Export to the device...

Downloaded From ManualsPrinter.com Manuals

6 Click the "Security Level" pull-down menu and select [auth-password] or [auth-password/priv-password].



7 Click the "Set a password" check box and enter the new 8-digit-or-more auth-password or priv-password.



8 Click [Export to the device].

➔ If the entered auth-password or priv-password does not meet the requirements of the Password Rules, [Export to the device] cannot be selected. Enter the correct auth-password or priv-password. For details of the Password Rules, see page 1-8.

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

Downloaded From ManualsPrinter.com Manuals

4.1.8 DNS Server Setting Function

<Registering the DNS Server>

✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Administrator settings] mode of PageScope Data Administrator.

2 Click the Administrator settings expand button.

3 Click the Network expand button.

4 Click [DNS].

5 Make the necessary settings for the DNS Server.

➔ If the DNS Server Auto Obtain and DNS Domain Auto Obtain check boxes are selected, the DNS Server Address and DNS Domain Name are automatically obtained.

6 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

Downloaded From ManualsPrinter.com Manuals

4.1.9 NetWare Setting Function

<Making the NetWare Setting>

✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Administrator settings] mode of PageScope Data Administrator.

2 Click the Administrator settings expand button.

3 Click the Network expand button.

4 Click [NetWare].

5 Make the necessary settings.

6 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

Downloaded From ManualsPrinter.com Manuals

4.1.10 SMB Setting Function

<Setting the NetBIOS Name>

✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Administrator settings] mode of PageScope Data Administrator.

2 Click the Administrator settings expand button.

3 Click the Network expand button.

4 Click [SMB].

5 Click [NetBIOS Name] of Setting list, enter the NetBIOS Name.

6 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

Downloaded From ManualsPrinter.com Manuals

4.1.11 AppleTalk Setting Function

<Making the AppleTalk Setting>

✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Administrator settings] mode of PageScope Data Administrator.

2 Click the Administrator settings expand button.

3 Click the Network expand button.

4 Click [AppleTalk].

5 Make the necessary settings.

6 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

Downloaded From ManualsPrinter.com Manuals

4.1.12 E-Mail Setting Function

<Setting the SMTP Server (E-Mail Server)>

✔ For the procedure to access the machine, see steps 1 through 5 of page 4-2.

✔ Do not leave the site while you are gaining access to the machine through PageScope Data Administrator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Data Administrator.

1 Access the machine through [Administrator settings] mode of PageScope Data Administrator.

2 Click the Administrator settings expand button.

3 Click the Network expand button.

4 Click [E-Mail TX (SMTP)].

5 Make the necessary settings.

6 Click [Export to the device].

➔ If you have already logged on to the Administrator Settings via the control panel or using PageScope Web Connection, the machine displays a message that tells that the write operation has not been successful because of a device lock error. Click [OK] and wait for some while before attempting to execute [Export to the device] again.

Downloaded From ManualsPrinter.com Manuals

4.2 PageScope Box Operator

PageScope Box Operator is application software used exclusively for changing the name of scan or fax data stored in a User Box, downloading or deleting such scan or fax data, creating a User Box, changing the properties (user attributes) of a User Box, and performing other tasks. It allows a network-connected PC to gain access to the HDD of the machine for accomplishing these tasks.

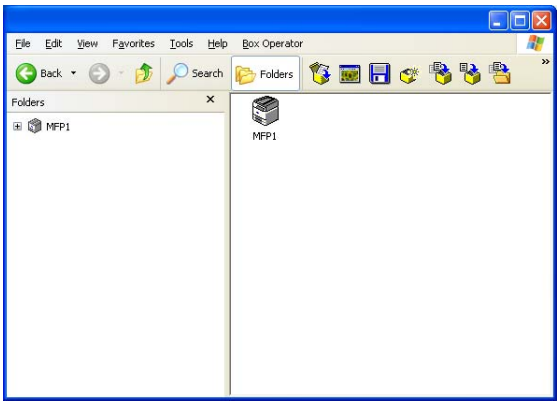
When an attempt is made to gain access to the machine through PageScope Box Operator, the user is authenticated to be an authorized user by using an 8-to-64-digit User Password and an 8-digit User Box Password. During the authentication procedure, the password entered appears as "*." When the Enhanced Security Mode is set to [ON], the number of times in which authentication fails is counted.

4.2.1 Accessing the User Box

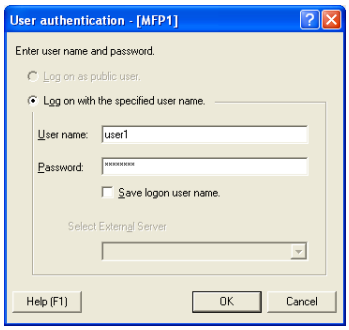
✔ Do not leave the site while you are gaining access to the machine through PageScope Box Operator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Box Operator.

1 Start the PageScope Box Operator.

2 Double-click this machine.



3 Type the User Name and the 8-to-64-digit User Password.



➔ If [ON (External Server)] is set for the authentication method, select the desired external server.

4 Click [OK].

➔ If a wrong User Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Password.

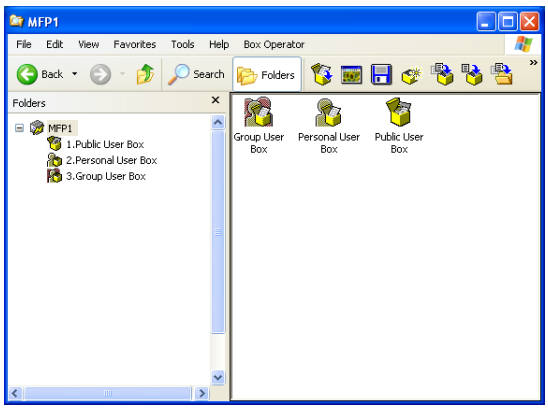
➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Password is counted as unauthorized access. If a wrong User Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

➔ If [ON (External Server)] (Active Directory) is set for the authentication method and if user authentication is successful, the User Name not registered in the machine is automatically registered.

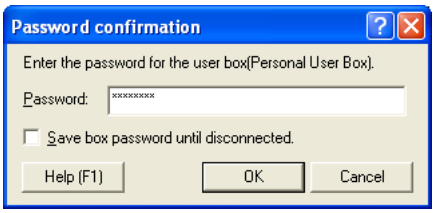
Downloaded From ManualsPrinter.com Manuals

➔ If the "Save logon user name" check box has been selected, the User Password entered is stored in the PC being used. If you do not want the User Password stored, clear the "Save logon user name" check box.

5 Click or double-click the desired User Box icon.



6 Type the 8-digit User Box Password.



7 Click [OK].

➔ If a wrong User Box Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Box Password.

➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Box Password is counted as unauthorized access. If a wrong User Box Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

➔ To delete a User Box, select the desired User Box icon, and select [Delete] from the [File] menu. A confirmation message appears. Click [Yes] and enter the User Box Password corresponding to the specific User Box. This deletes the User Box.

➔ If the "Save box password until disconnected" check box has been selected, the User Box Password entered is stored in the PC being used. If you do not want the User Box Password stored, clear the "Save box password until disconnected" check box.

Downloaded From ManualsPrinter.com Manuals

4.2.2 Creating a User Box

✔ For the procedure to access the User Box, see steps 1 through 4 of page 4-21.

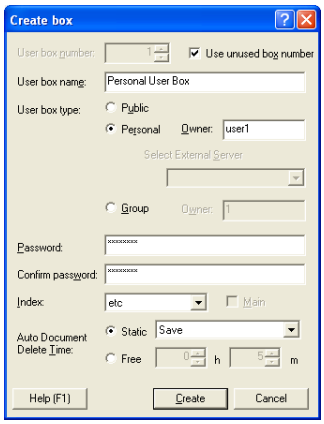
✔ Do not leave the site while you are gaining access to the machine through PageScope Box Operator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Box Operator.

✔ For the procedure to change the User Box Password and properties (user attributes, account attributes), see page 4-24.

1 Access the User Box through PageScope Box Operator.

2 From the [Box Operator] menu, select [Create User Box]. Or, click .

3 Make the necessary settings.



➔ Do not fail to enter data in the "User Box name," "Password," and "Confirm password" boxes.

➔ If the "Use unused box number" check box is selected, the User Box No. is automatically assigned.

➔ A Use Box Number that already exists cannot be redundantly registered.

➔ If [Personal] is selected for User Box Type, enter the User Name of the user who owns the User Box in the "Owner" box.

➔ If [Group] is selected for the User Box Type, enter the name of the account that owns the box in the "Owner" box.

4 Click [Create].

➔ If the User Box Type is set to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

➔ If the Owner Name is not entered with "Personal" selected for User Box Type, a message appears that warns that the Owner Name is yet to be entered. Enter the correct Owner Name.

➔ If the Account Name is not entered with "Group" selected for User Box Type, a message appears that warns that the Account Name is yet to be entered. Enter the correct Account Name.

➔ If a user name not registered with the machine is entered in the "Owner Name" box, a message appears that tells that the Owner Name entered in the box is illegal. Enter the correct Owner Name.

➔ If a account name not registered with the machine is entered in the "Account Name" box, a message appears that tells that the Account Name entered in the box is illegal. Enter the correct Account Name.

Downloaded From ManualsPrinter.com Manuals

4.2.3 Changing the User Box properties (user attributes, account attributes)

✔ For the procedure to access the User Box, see steps 1 through 4 of page 4-21.

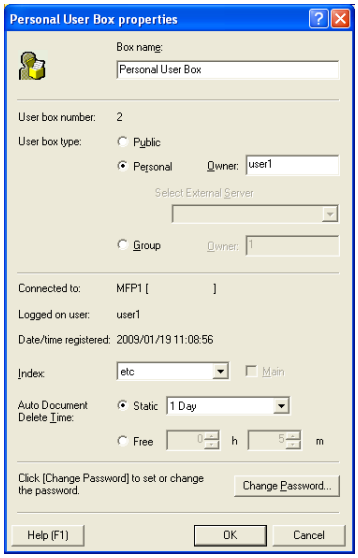
✔ Do not leave the site while you are gaining access to the machine through PageScope Box Operator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Box Operator.

1 Access the User Box through PageScope Box Operator.

2 Select the icon of the desired User Box.

3 From the [File] menu, select [Property], or right-click to select [Property].

4 Make the necessary settings.



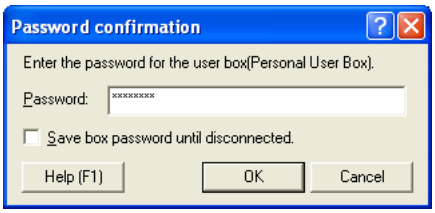
➔ To change the owner of the User Box, enter the user name that has been registered with this machine as a user for a Personal User Box and that has been registered with this machine as an account for a Group User Box.

➔ If the User Box Type has been changed to [Public], be sure to set a User Box Password that meets the requirements of the Password Rules.

➔ To set the User Box Password, perform steps 7 through 9.

5 Click [OK].

➔ If a User Box Password has been set, the password confirmation screen appears. Then, enter the currently set 8-digit User Box Password and click [OK].



➔ If User Box Type is changed from "Personal" or "Group" to "Public" and if the User Box Password set for the Personal or Group User Box before this change does not meet the requirements of the Password Rules, a message appears that tells that the User Box Password is illegal. When [OK] is then clicked, a password confirmation screen appears. Now, click [Cancel] and set a User Box Password that meets the requirements of the Password Rules. For the procedure to change the User Box Password, see steps 7 through 9. For details of the Password Rules, see page 1-8.

➔ If a wrong User Box Password is entered, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Box Password is counted as unauthorized access. If a wrong User Box Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells

Downloaded From ManualsPrinter.com Manuals

that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

➔ If the "Save box password until disconnected" check box has been selected, the User Box Password entered is stored in the PC being used. If you do not want the User Box Password stored, clear the "Save box password until disconnected" check box.

6 Select [Property] from the [File] menu or right-click to select [Property].

7 Click [Change Password].

8 Enter the User Box Password.

9 Click [OK].

➔ When [OK] is clicked, the password confirmation screen of step 5 appears. Enter the 8-digit User Box Password, which was set before the change of the password, and click [OK].

➔ If the User Box Type is changed to [Public], set a User Box Password that meets the requirements of the Password Rules. For details of the Password Rules, see page 1-8.

➔ If the entered User Box Password does not match, a message that tells that the User Box Password does not match appears. Enter the correct User Box Password.

➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Box Password is counted as unauthorized access. If a wrong User Box Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

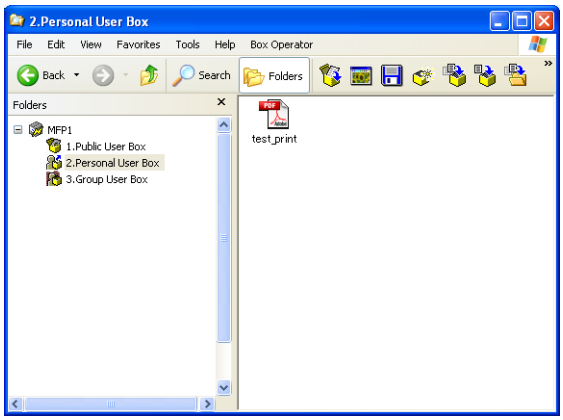
4.2.4 Accessing the User Box file

✔ For the procedure to access the User Box, see steps 1 through 4 of page 4-21.

✔ Do not leave the site while you are gaining access to the machine through PageScope Box Operator. If it is absolutely necessary to leave the site, be sure first to log off from the PageScope Box Operator.

1 Access the User Box through PageScope Box Operator.

2 Select the desired file.



3 Select the desired function.

Different functions can be operated depending on the file format.

Study the following table for the relationship between the file format and operable functions.

File format	Operable functions
PDF Compact PDF	Icon display, thumbnail display, detail display, opening in a specific application, file acquisition, file name change, file deletion, copy to another User Box, move to another User Box, copy to another Folder, move to another Folder
JPEG TIFF	Icon display, thumbnail display, detail display, opening in a specific application, opening in Box Operator viewer, file acquisition, file name change, file deletion, copy to another User Box, move to another User Box, copy to another Folder, move to another Folder

➔ The file saved in the User Box may be saved in your PC from PageScope Box Operator through drag-&-drop.

Downloaded From ManualsPrinter.com Manuals

4.3 HDD TWAIN driver

The HDD TWAIN driver, which is to be installed in the PC of a general user, is a TWAIN driver used exclusively for allowing the HDD of this machine to be recognized as a TWAIN device.

The HDD TWAIN driver is a utility function for downloading document data stored in the User Box in the scan or fax mode in the image processing application of the PC.

When an attempt is made to gain access to the machine through the HDD TWAIN driver, the user is authenticated to be an authorized user by using an 8-to-64-digit User Password and an 8-digit User Box Password. During the authentication procedure, the User Password entered for the authentication purpose appears as "*" on the display. When the Enhanced Security Mode is set to [ON], the number of times in which authentication fails is counted.

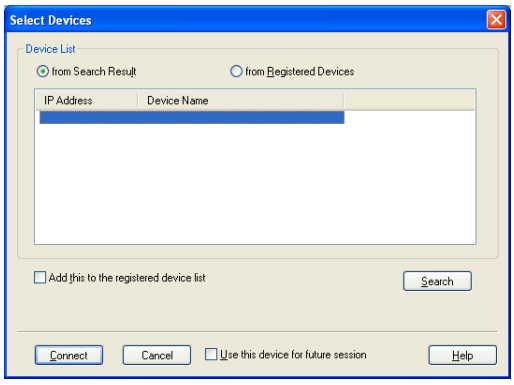
Accessing from the HDD TWAIN driver

✔ Do not leave the site while you are gaining access to the machine through the HDD TWAIN driver. If it is absolutely necessary to leave the site, be sure first to log off from the HDD TWAIN driver.

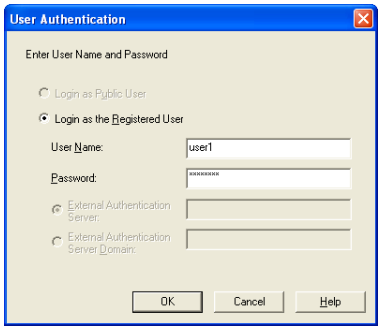
1 Start the image processing application.

2 From the [File] menu, click [Read], and then select [KONICA MINOLTA HDD TWAIN Ver.3].

3 Select this machine and click [Connect].



4 Select the "Login as the Registered User" radio button and enter the User Name and the 8-to-64-digit User Password.



➔ If [ON (External Server)] is set for the authentication method, enter the desired external server.

Downloaded From ManualsPrinter.com Manuals

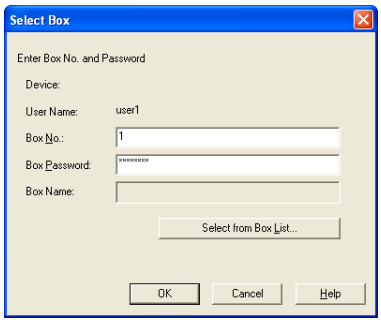
5 Click [OK].

➔ If a wrong User Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Password.

➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Password is counted as unauthorized access. If a wrong User Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

➔ If [ON (External Server)] (Active Directory) is set for the authentication method and if user authentication is successful, the User Name not registered in the machine is automatically registered.

6 Enter the desired Box No. and 8-digit Box Password.



7 Click [OK].

➔ If a wrong User Box Password is entered, a message that tells that the authentication has failed appears. Enter the correct User Box Password.

➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Password is counted as unauthorized access. If a wrong User Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that authentication has not been successful for any subsequent operation for authentication. The machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

8 Select the desired document data and click [Read].

Downloaded From ManualsPrinter.com Manuals

4.4 PageScope Direct Print

PageScope Direct Print is an application that allows a PDF file or a TIFF file to be directly transmitted to, and printed on, the printer.

It permits printing of data through drag and drop to the desktop icon and using the context (right-click) menu of Windows, and automatic printing of data using a hot folder. The application also allows two or more different print job setups to be registered.

When data is to be printed through PageScope Direct Print, the user is authenticated to be an authorized user by using an 8-to-64-digit User Password or Account Password. When the Enhanced Security Mode is set to [ON], the number of times in which authentication fails is counted.

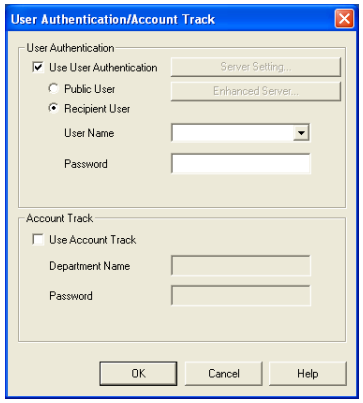
Printing through PageScope Direct Print

✔ If the "Edit Authentication/Account Track for each drag-and-drop printing" check box is not selected on the PageScope Direct Print main screen, no authentication screen appears for drag-and-drop printing. Select the "Edit Authentication/Account Track for each drag-and-drop printing" check box when using PageScope Direct Print.

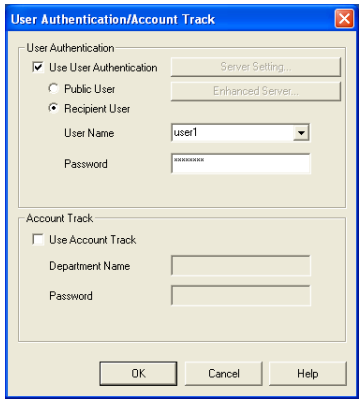
1 Drag and drop the desired file to the PageScope Direct Print shortcut.

➔ Right-click the desired file. PageScope Direct Print can be selected from the menu that will then be displayed.

2 Select the "Use User Authentication" check box and the "Recipient User" radio button.



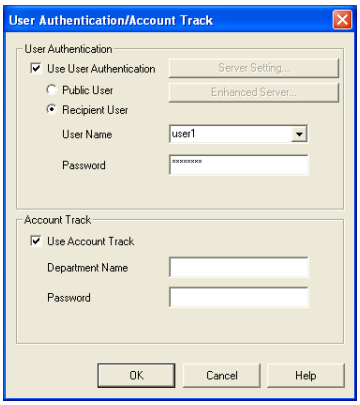
3 Enter the User Name and the 8-to-64-digit User Password that have been registered in the machine.



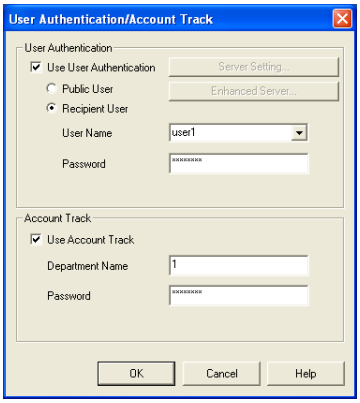
➔ If [ON (External Server)] is set for the authentication method, select the desired external server.

Downloaded From ManualsPrinter.com Manuals

4 To enable Account Track, click the [Use Account Track] check box.



5 Enter the Account Name and 8-to-64-digit Account Password registered with the machine.



6 Click [OK].

➔ If a wrong User Password or Account Password is entered, the specified file is erased as an error from the machine without being printed. Enter the correct User Password or Account Password.

➔ If the Enhanced Security Mode is set to [ON], the entry of a wrong User Password or Account Password is counted as unauthorized access. If a wrong User Password or Account Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, the machine is then set into an access lock state, rejecting any more logon attempts. To cancel the access lock state, the Administrator of the machine must perform the Release Setting. Contact the Administrator of the machine.

Downloaded From ManualsPrinter.com Manuals

4.5 HDD Backup Utility

The HDD Backup Utility, which is to be installed in the PC of the Administrator of the machine, is application software used exclusively for accessing the HDD in this machine.

The HDD Backup Utility functions performed by the Administrator of the machine allow the image data saved in the HDD of the machine to be backed up and restored. It is not possible to open directly the backup data.

To gain access to the machine from the HDD Backup Utility, the user is authenticated to be an authorized Administrator by using an 8-digit Administrator Password. The Administrator Password entered during the authentication procedure is displayed as "*." When the Enhanced Security mode is set to [ON], the number of times in which authentication fails is counted.

NOTICE

Make sure that none of the general users of the machine will know the Administrator Password.

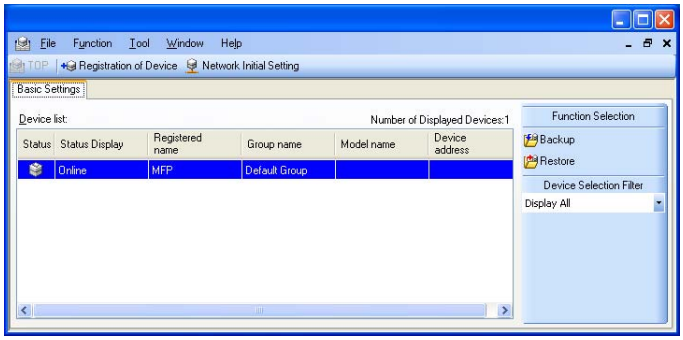
If the Administrator Password is forgotten, it must be set again by the Service Engineer. Contact your Technical Representative.

4.5.1 Backup

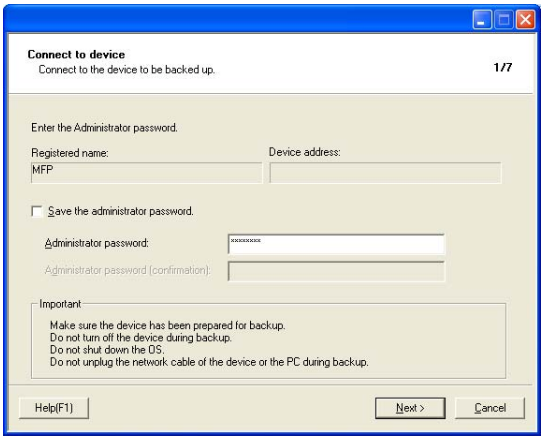
✔ In Backup, neither the Administrator Password nor CE Password is backed up.

1 Start the HDD Backup Utility.

2 Select this machine and click [Backup].



3 Enter the 8-digit Administrator Password registered in the machine in the "Administrator password" box.


Connect to device
Connect to the device to be backed up.
1/7
Enter the Administrator password.
Registered name:
MFP
Device address:
Save the administrator password.
Administrator password:
Administrator password (confirmation):
Important
Make sure the device has been prepared for backup.
Do not turn off the device during backup.
Do not shut down the OS.
Do not unplug the network cable of the device or the PC during backup.
Help(F1)
Next >
Cancel

➔ If the "Save the administrator password" check box is selected, the Administrator Password entered is stored in the PC being used. If you do not want the Administrator Password stored, clear the "Save the administrator password" check box.

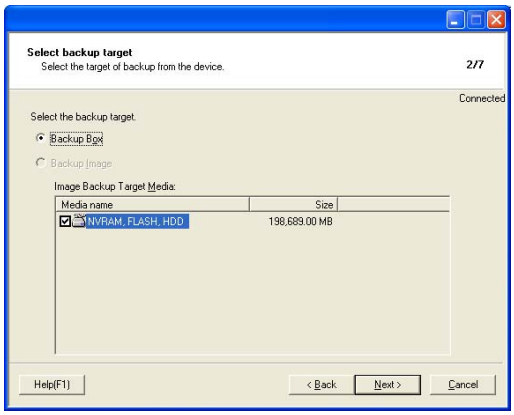
Downloaded From ManualsPrinter.com Manuals

4 Click [Next].

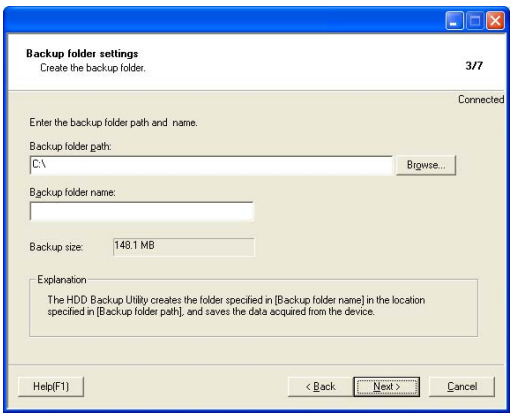
➔ If a wrong Administrator Password is entered, a message that tells that the Administrator Password does not match appears. Enter the correct Administrator Password.

➔ If the Enhanced Security mode is set to [ON], entry of a wrong password is counted as unauthorized access. If a wrong Administrator Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that the machine accepts no more Administrator Passwords because of unauthorized access for any subsequent entry of the Administrator Password. The machine is then set into an access lock state. To cancel the access lock state, settings must be made by the Service Engineer; or, turn off, and then turn on, the main power switch of the machine. If the main power switch is turned off and on, the access lock state is canceled after the lapse of time set for [Release Time Settings]. When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. If there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

5 From "Backup media," select the check box of the desired media and click [Next].

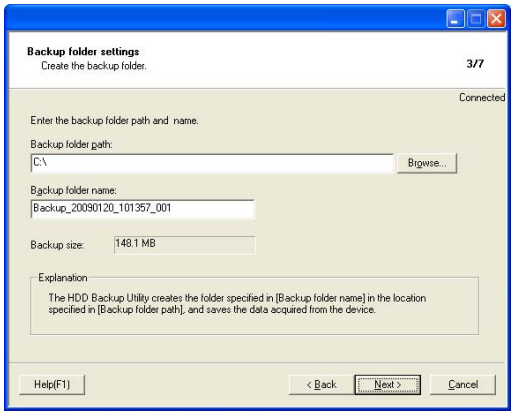


6 Click [Browse] and specify the destination, in which the backup folder is to be saved.

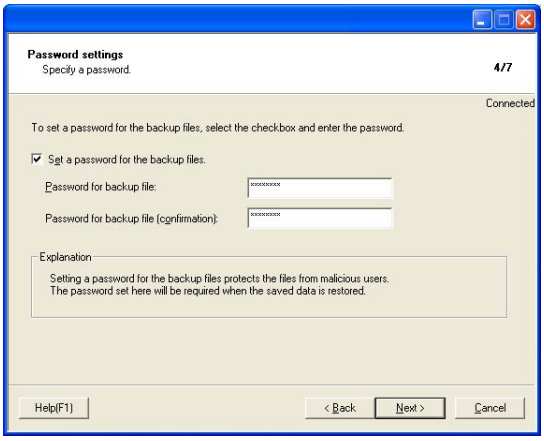


Downloaded From ManualsPrinter.com Manuals

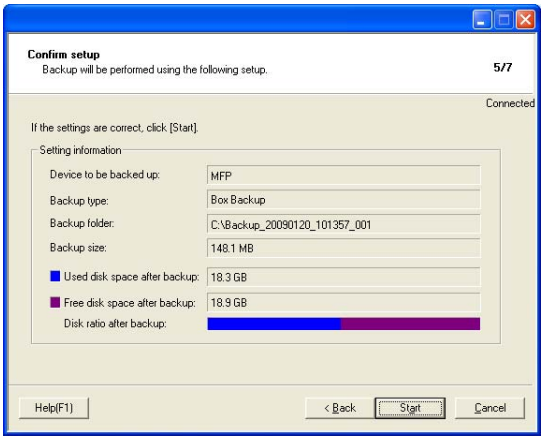
7 Type a backup folder name that consists of 1 to 50 characters in the "Backup folder name" text box and click [Next].



8 To set a password for the backup file, select the corresponding check box and type a password that consists of 1 to 64 digits in the box for "Password for backup file" and "Password for backup file (confirmation)" and then click [Next].

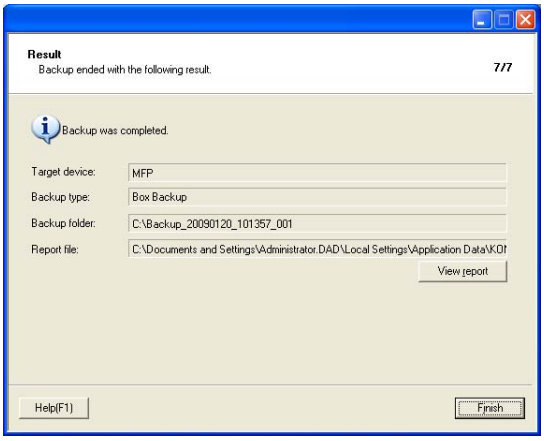

Password settings
Specify a password.
4/7
Connected
To set a password for the backup files, select the checkbox and enter the password.
Set a password for the backup files.
Password for backup file:
Password for backup file (confirmation):
Explanation
Setting a password for the backup files protects the files from malicious users.
The password set here will be required when the saved data is restored.
Help(F1)
< Back
Next >
Cancel

9 Check the data that has been set and click [Start].



Downloaded From ManualsPrinter.com Manuals

10 Make sure that the backup procedure has been completed. Then, click [Finish].

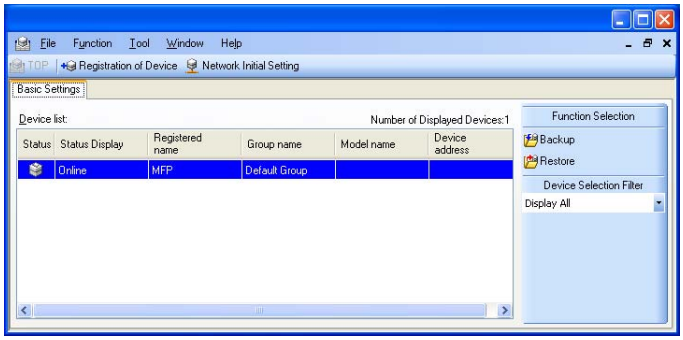


Downloaded From ManualsPrinter.com Manuals

4.5.2 Restore

1 Start the HDD Backup Utility.

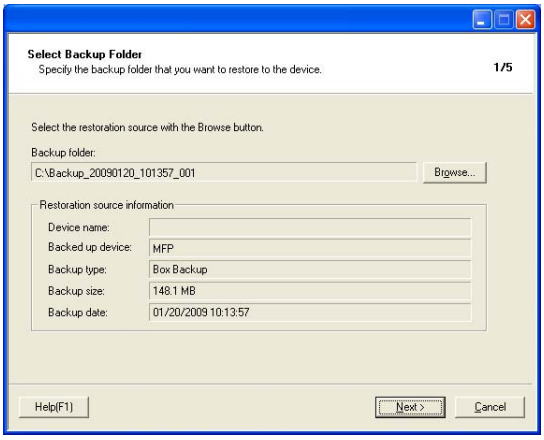
2 Select this machine and click [Restore].



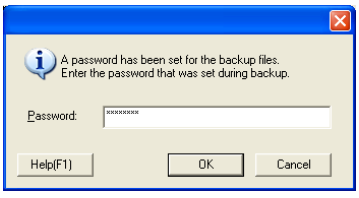
3 Click [OK].

Restoring will overwrite the data on the media built into the device. Click [OK] to restore or [Cancel] to cancel restoration.
OK
Cancel

4 Click [Browse] and specify the destination, in which the backup file is to be saved.



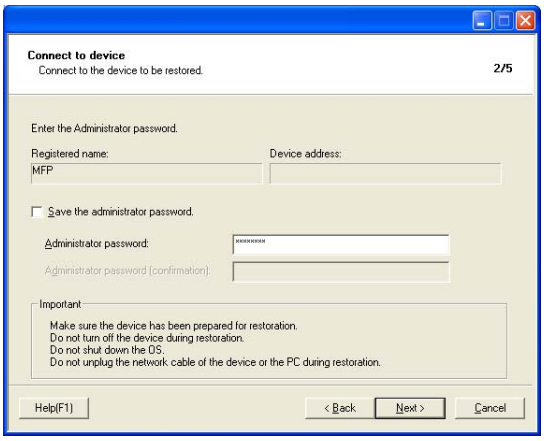
➔ If a password has been set for the backup data, type the password that consists of one to 64 digits set during Backup and click [OK].



5 Click [Next].

Downloaded From ManualsPrinter.com Manuals

6 Type the 8-digit Administrator Password registered in the machine in the "Administrator Password" box.


Connect to device
Connect to the device to be restored.
2/5
Enter the Administrator password.
Registered name:
MFP
Device address:
Save the administrator password.
Administrator password:
Administrator password (confirmation):
Important
Make sure the device has been prepared for restoration.
Do not turn off the device during restoration.
Do not shut down the OS.
Do not unplug the network cable of the device or the PC during restoration.
Help(F1)
< Back
Next >
Cancel

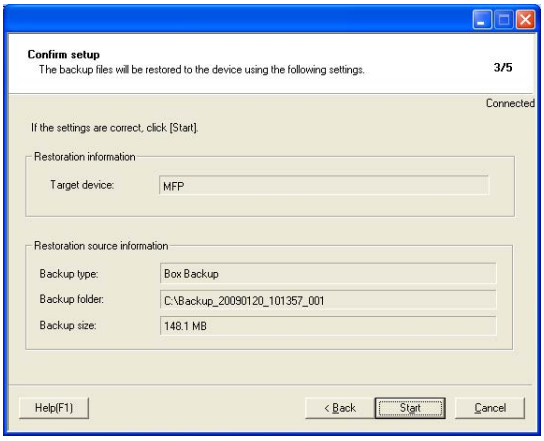
➔ If the "Save the administrator password" check box is selected, the Administrator Password entered is stored in the PC being used. If you do not want the Administrator Password stored, clear the "Save the administrator password" check box.

7 Click [Next].

➔ If a wrong Administrator Password is entered, a message that tells that the Administrator Password does not match appears. Enter the correct Administrator Password.

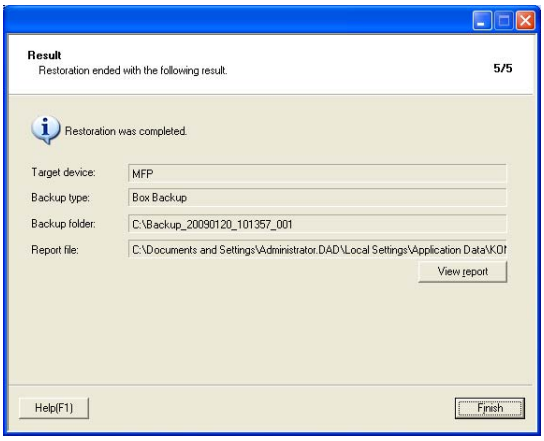
➔ If the Enhanced Security mode is set to [ON], entry of a wrong password is counted as unauthorized access. If a wrong Administrator Password is entered a predetermined number of times (once to three times) or more set by the Administrator of the machine, a message appears that tells that the machine accepts no more Administrator Passwords because of unauthorized access for any subsequent entry of the Administrator Password. The machine is then set into an access lock state. To cancel the access lock state, settings must be made by the Service Engineer; or, turn off, and then turn on, the main power switch of the machine. If the main power switch is turned off and on, the access lock state is canceled after the lapse of time set for [Release Time Settings]. When the main power switch is turned off, then on again, wait at least 10 seconds to turn it on after turning it off. If there is no wait period between turning the main power switch off, then on again, the machine may not function properly.
Here is the sequence, through which the main power switch and sub power switch are turned on and off:
Turn off the sub power switch → Turn off the main power switch → Turn on the main power switch → Turn on the sub power switch

8 Check the data that has been set and click [Start].



Downloaded From ManualsPrinter.com Manuals

9 Click [OK].
Make sure that Restore procedure has been completed and then click [Finish].



Downloaded From ManualsPrinter.com Manuals

KONICA MINOLTA

http://konicaminolta.com

Copyright

A1UD-9610B-00

2010 KONICA MINOLTA BUSINESS TECHNOLOGIES, INC.

Downloaded From ManualsPrinter.com Manuals